FOR INFORMATION & GUIDANCE OF ALL COLLEGE SECRETARIES, FACULTY, STAFF & STUDENTS

June 6 (Wed) – June 8 (Fri).................................Regular Registration Period

June 8 (Fri).......................................................Last Day of Registration & Payment

June 11 – 22 (Mon – Fri).................................Change of Matriculation Period

June 11 (Mon).....................................................CLASSES BEGIN

NOTES:

1. Students with UNVALIDATED status may be removed from the classlists on the first day of classes to open slots for other students.

2. There is no late registration period. Enlistment beyond June 8 should be with approval of the OUR if not Change of Matriculation.

3. FORM 5 should be MACHINE VALIDATED as “PAID” by JUNE 8 BEFORE THEY CAN APPLY FOR A CHANGE OF MATRICULATION.
RESIDENCY ENROLLMENT

A. RESIDENCY ENROLLMENT BEFORE THE CHANGE OF MATRICULATION DEADLINE

1. Go to your College for Residency enlistment, residency validation and assessment.

2. After assessment, Form 5 will be printed.

3. Go to the Cashier’s Office at the ISSI for payment (make sure all the necessary signatures in your Form 5 are present, e.g., signature of adviser, student’s signature, signature of assessor).

3. After payment, you are done.

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B. RESIDENCY ENROLLMENT AFTER THE CHANGE OF MATRICULATION DEADLINE

1. Go to your College for Residency enlistment and residency validation.

2. Go to the OUR, ARS section, window 4 for assessment and printing of Form 5.

3. Go back to your college and have your Form 5 signed by your Adviser

4. Go to the Cashier’s Office at the ISSI for payment (make sure all the necessary signatures in your Form 5 are present, e.g., signature of adviser, student’s signature, signature of assessor).

5. After payment, you are done.