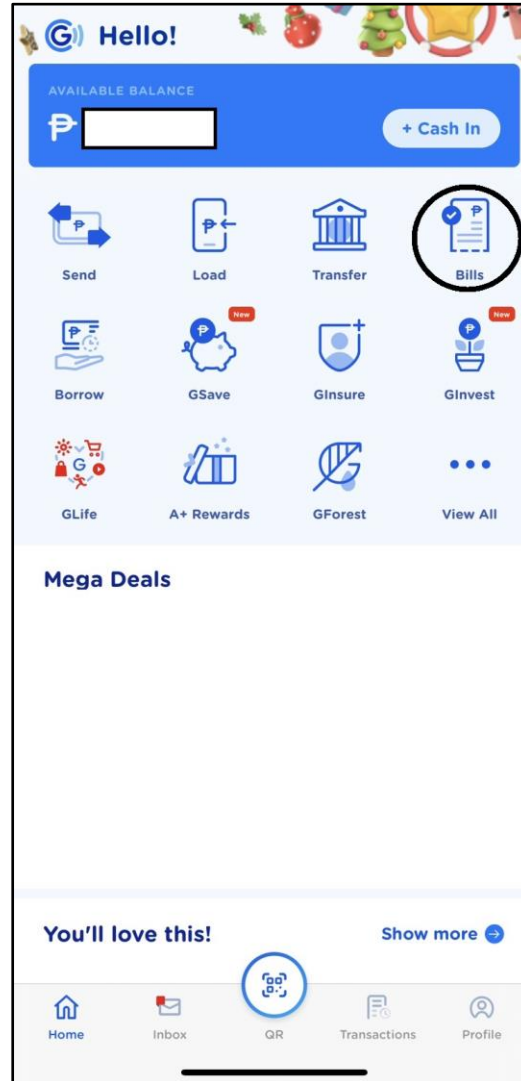
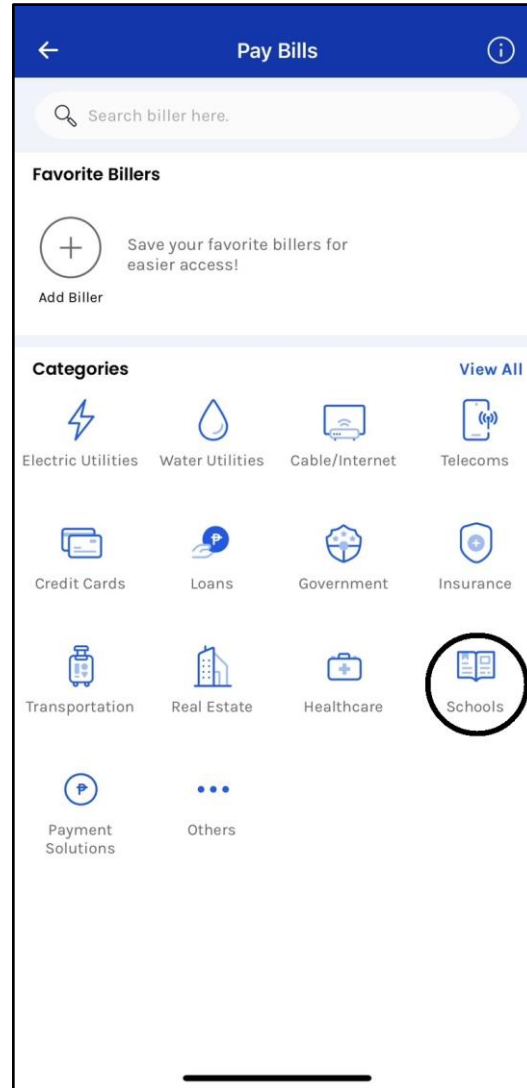


**HOW TO PAY YOUR
APPLICATION FEE VIA GCASH
BILLS PAYMENT**

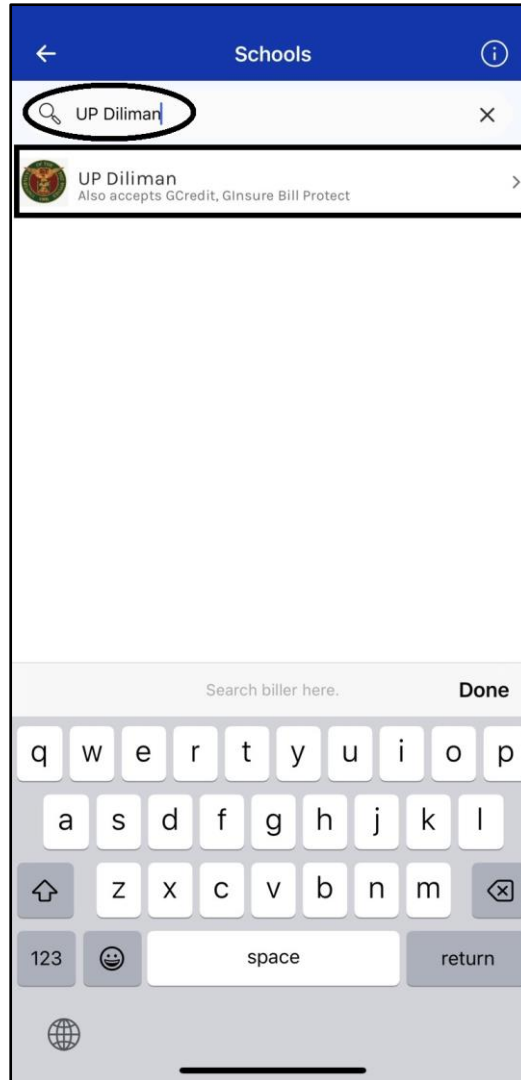
STEP 1: Open your GCASH app and go to BILLS.



STEP 2: In Categories, go to SCHOOLS.



STEP 3: Search for “UP Diliman” and select it.



STEP 4: In the TRANSACTION TYPE, select “Application Fee.”

The screenshot shows the 'Pay Bills' app interface for 'UP Diliman'. The bill amount is PHP 100.00, with a service fee of PHP 20.00. The 'Transaction Type' dropdown menu is open, showing 'Application Fee' selected. Below the dropdown are input fields for 'Reference Number', 'Name of Payor', and 'Email Address'. At the bottom, there are 'Cancel', 'Select Transaction Type', and 'Done' buttons. A list of transaction types is shown below the main form, with 'Application Fee' highlighted by a black box.

Pay Bills

UP Diliman
Posting Period: next business day

PHP 100.00
You will be charged a service fee of PHP 20.00

Transaction Type
Application Fee

Reference Number
Enter Reference Number

Name of Payor
Enter Name of Payor

Email Address
Enter Email Address (optional)


Protect your bills now, thank us later!

Cancel Select Transaction Type Done

Law Aptitude Exam
True Copy of GRADES/ Certification
Tuition Fee-form 5/ Change Mat/Dropping/LOA
Application Fee
Grad Fee/ Clearance
Staff Housing-Rental/Garbage/SBU
Student Housing-Boarding & Lodging

STEP 5: Enter the REFERENCE NO and PAYOR from the SOA given to you by the OUR.

← Pay Bills

 **UP Diliman**
Posting Period: next business day

PHP 100.00

You will be charged a service fee of PHP 20.00

Transaction Type
Application Fee

Reference Number
Enter Reference Number

Name of Payor
Juan dela Cruz

Email Address
jgdelacruz@up.edu.ph

Protect your bills now, thank us later! ⓘ
Get 36 months of coverage, for less than 1% of your bill amount!
[Learn more about Ginsure Bill Protect](#)


Yes! I agree to pay PHP 0.92, and get Ginsure Bill Protect!
[View Group Policy](#)

NEXT

STEP 6: After entering the details, click on the “NEXT” button to finish the payment process.

The screenshot shows a mobile application interface for paying bills. At the top, there is a blue header with a back arrow and the text "Pay Bills". Below this, the bill is for "UP Diliman" with a posting period of "next business day". The amount is listed as "PHP 100.00", with a note that a service fee of PHP 20.00 will be charged. The user has selected "Application Fee" as the transaction type. The reference number field is empty. The name of the payor is "Juan dela Cruz" and the email address is "jgdelacruz@up.edu.ph". A promotional banner for "Ginsure Bill Protect" is visible, with a checked checkbox indicating agreement to pay PHP 0.92. At the bottom, there is a large blue "NEXT" button.

← Pay Bills

 **UP Diliman**
Posting Period: next business day

PHP 100.00
You will be charged a service fee of PHP 20.00

Transaction Type
Application Fee

Reference Number
Enter Reference Number

Name of Payor
Juan dela Cruz

Email Address
jgdelacruz@up.edu.ph

Protect your bills now, thank us later! ⓘ
Get 36 months of coverage, for less than 1% of your bill amount!
[Learn more about Ginsure Bill Protect](#)

Yes! I agree to pay PHP 0.92, and get Ginsure Bill Protect!
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