

# University of the Philippines Cebu Enrollment Flow AY 2020-2021 First Semester/First Trimester

## New Students

Steps		Dates																
Step 1. Health Clearance	<p>As part of the post-quarantine measures following the Covid-19 pandemic, the usual Physical Examination (with laboratory examinations: Chest X-ray, CBC, and Urinalysis) as enrollment requirements shall be deferred temporarily until further notice. In lieu of the above, all incoming new students for AY 2020-2021 who will be needing a health clearance, shall be asked to:</p> <ol style="list-style-type: none"> <li>1. Fill out and submit the <a href="#">UP Cebu Health Declaration Form</a> to the UP Cebu Health Services Unit (HSU) via email at <a href="mailto:hsu.upcebu@up.edu.ph">hsu.upcebu@up.edu.ph</a>.</li> <li>2. Fill out and submit the <a href="#">Mental Health Screening Form</a> online. Your submitted form goes directly to the Guidance Services of the Office of Student Affairs (OSA). <b>Your answers are treated with utmost confidentiality.</b></li> </ol>	<p>(Undergrad) 2020 July 6-August 7 (MSCS, MSES) 2020 July 6-August 7 (MBA) 2020 July 6-17</p>																
Step 2. Admission	<p>Submit your admission requirements via the online link to be provided on the dates posted to the right.</p> <p>After your online-submitted requirements have been checked and verified, the Office of the University Registrar will email to you your UP Cebu Admission Slip. <b>Your acceptance to the University of the Philippines Cebu is provisional subject to the verification and submission of original copies of the requirements.</b></p>	<p>(Undergrad) 2020 August 3-7 (MSCS, MSES) 2020 August 3-7 (MBA) 2020 July 16-17</p>																
Step 3. Enlistment	<p>Your Program Adviser or College Secretary's Office will enlist you for your classes and tag you as "Advised".</p>	<p>(Undergrad) 2020 August 17-20 (MSCS, MSES) 2020 August 17-20 (MBA) 2020 July 20-22</p>																
Step 4. Enrollment	<p><b>4A. For Non-Paying</b> Your College Secretary's Office will generate your <b>UP Form 5</b>. A copy will be emailed to you with your schedule of classes.</p> <p><b>4B. For Paying</b> View your amount payable in SAIS, under Main Menu &gt; Self Service &gt; Student Center &gt; Finances.</p> <ul style="list-style-type: none"> <li>▪ If you applied for a <b>tuition discount</b> via the Student Financial Assistance (SFA) Online portal or if you have a <b>scholarship</b>, the discount or privilege would have already been reflected in SAIS and your amount payable adjusted accordingly. If not, you may get in touch with OSA.</li> <li>▪ If you would like to apply for a <b>student loan</b>, fill up the form here: <a href="http://t.ly/jHnf">http://t.ly/jHnf</a>, and email to <a href="mailto:osa.upcebu@up.edu.ph">osa.upcebu@up.edu.ph</a>.</li> </ul> <p>After the adjustments have been reflected, <b>pay your tuition and other miscellaneous school fees</b> through Philippine Veterans Bank (0021-006900-001) via online channels such as gcash, instapay, and bank transfers. Email your <b>proof of payment</b> (must include amount, transaction date, time, and reference number) to your College Secretary's Office.</p> <p>Once payment has been verified, the Cash Office will generate your <b>UP Form 5 EOR</b>. A copy will be emailed to you with your schedule of classes.</p>	<p>(Undergrad) 2020 August 17-20 (MSCS, MSES) 2020 August 17-20 (MBA) 2020 July 23-24</p> <div data-bbox="1066 1417 1485 1518" style="background-color: #FFC000; padding: 5px;"> <p><b>PHILIPPINE VETERANS BANK</b> <b>Account Name: UP Cebu</b> <b>Account Number: 0021-006900-001</b></p> </div> <div data-bbox="1066 1547 1396 1933" style="border: 1px solid #0070C0; padding: 10px;"> <p style="text-align: center;"><b>Transaction Receipt</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Amount Transferred:</td> <td>Php</td> </tr> <tr> <td>Bank Name:</td> <td>Philippine Veterans Bank</td> </tr> <tr> <td>Account Name:</td> <td>UP Cebu</td> </tr> <tr> <td>Account Number:</td> <td>0021006900001</td> </tr> <tr> <td>Convenience Fee:</td> <td>Php 0.00</td> </tr> <tr> <td>Date/Time:</td> <td>01 July 2020 06:54:03 PM</td> </tr> <tr> <td>GCash Ref. No.:</td> <td></td> </tr> <tr> <td>Ticket No.:</td> <td></td> </tr> </table> <p style="text-align: center;"><b>GCash</b> Powered By: <b>InstaPay</b></p> </div>	Amount Transferred:	Php	Bank Name:	Philippine Veterans Bank	Account Name:	UP Cebu	Account Number:	0021006900001	Convenience Fee:	Php 0.00	Date/Time:	01 July 2020 06:54:03 PM	GCash Ref. No.:		Ticket No.:	
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Step 5. Others	<p>If you have a Scholarship, please fill out the <a href="#">Scholars Enlistment Form</a>.</p> <p>You may get in touch with the Office of Student Affairs at (032) 232 8187 local 115 or via email at <a href="mailto:osa.upcebu@up.edu.ph">osa.upcebu@up.edu.ph</a> or message them at <a href="http://fb.com/osa.upcebu">http://fb.com/osa.upcebu</a>.</p>																	