



COLLEGE
ONLINE ENROLLMENT PROCEDURE
For OLD STUDENTS

Important:

Applicants with **complete grades** and **cleared from the accounting office** can proceed with the enrollment process, for clarifications contact registrar@aisat.edu.ph and cashier@aisat.edu.ph (for accounts concerns).

Procedure:

1. **Payment** - Please see the schedule of fees for your year. For breakdown of payment you can reach our accounting office via email at cashier@aisat.edu.ph.

Minimum downpayment to enroll is **P5,000.00**

Payment on Tuition and other School Fees will be done online to

Bank: Metrobank

Account #: 6687668027993

Account Name: AISAT CORP.

Gcash thru bank Transfer may also be used.

(Send the deposit slip with your name and ID number written on the deposit slip as an attachment to cashier@aisat.edu.ph)

2. FILL OUT THE ONLINE FORM

1. Fill out the online form at this link for OLD College students: shorturl.at/blCKR
2. Make sure you use an email address that you can access as this is where we will send your Notice of Registration.
3. Complete the form truthfully to ensure that your enrollment will be processed.

3. NOTICE OF REGISTRATION SENT TO YOUR EMAIL

!!! All completed application by Friday will be confirmed by Tuesday of the following week !!!

- Once your enrollment is validated, you will receive your Notice of Registration with your
Student ID Number. : xxxx
Class Section : xxxx
Class Schedule :

Class codes will be made available on the AISAT website (www.aisat.edu.ph) by **August 15, 2020**.

Notice of Certificate of Registration will serve as confirmation of your enrollment.