Grade School Department

**Grade School Admission Requirements**
Business High School Department

Enrollment Procedure for
HIGH SCHOOL Old Students

START

REGISTRATION (AVR)

ASSESSMENT (AVR)

PAYMENT (Cashier)

RECORDING OF ENROLLEE (AVR)

END

Enrollment Procedure for
HIGH SCHOOL New Students

START

COMPLETION OF REQUIREMENTS (Information Center)

INTERVIEW (Guidance Office)

REGISTRATION (AVR)

ASSESSMENT (AVR)

PAYMENT (Cashier)

RECORDING OF ENROLLEE (AVR)

END

High School Admission Requirements
College Admission Requirements

Enrollment Flowchart (Old Student)

Start
↓
Student Evaluation (College Office)
↓
Class Schedule for Students / Assessment (Enrollment Center / Auditorium)
↓
Tuition Fee Payment (Cashier) Windows 1-9
↓
ID Picture Validation (Rm. 116)
↓
End

Enrollment Flowchart (New Student)

Start
↓
Submission of Credentials (Room 141)
↓
Temporary Student No. Assigning / Submission of Student Information Sheet (Room 115)
↓
Class Schedule for New Student/Assessment (Enrollment Center/Auditorium)
↓
Tuition Fee Payment (Cashier Windows 1-9)
↓
ID Picture-taking (Room 116)
↓
End