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|  | **Resurrection Catholic School**Pagkabuhay Road, Bagbag, Novaliches, Q.C. | Email: rcs\_guidance16@yahoo.com  |
| **ONLINE ENROLLMENT FORM (For OLD Students only)** |
| *PROCEDURE:*1. Download the Enrollment Form. Available at the official RCS Facebook page (**@rcs1998**) and website (**www.rcs.edu.ph**).
2. Fill out the form accurately and completely.
3. E-mail the completely filled out enrolment form to **rcs\_guidance16@yahoo.com** for initial registration.
4. The registrar will then forward the form to the accounting office for assessment.
5. An email or text message will be sent containing assessment and RCS bank account information.
6. Process the payment
7. Once paid, e-mail receipt deposit slip of payment affixed with your name, learner’s name, grade level and your signature to **rcs\_guidance16@yahoo.com**
8. An email or text message will be sent confirming your payment within 3-7 banking days and your child’s enrollment.
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|  **Please check**: **ECE** **Grade School**  Incoming Grade Level: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Previous Grade & Section: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***INFORMATION***Name of Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(Last Name) (Given Name) (Middle Name)*Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Gender: \_\_\_\_\_\_\_\_\_\_\_\_\_ Religion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Citizenship: \_\_\_\_\_\_\_\_\_\_Mother’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cellphone Number: \_\_\_\_\_\_\_\_\_\_\_\_ Occupation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Father’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cellphone Number: \_\_\_\_\_\_\_\_\_\_\_\_ Occupation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cellphone Number: \_\_\_\_\_\_\_\_\_\_\_\_ Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_Home address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Landline number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail (required): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (indicate if father, mother or guardian) |
| **MODE OF PAYMENT**\_\_\_ Quarterly \_\_\_ Semi-Annual \_\_\_ Cash Basis: |

**NEXT STEP:** E-mail this accomplished form to **rcs\_guidance16@yahoo.com** and wait for an e-mail notification with assessed fees and payment options.