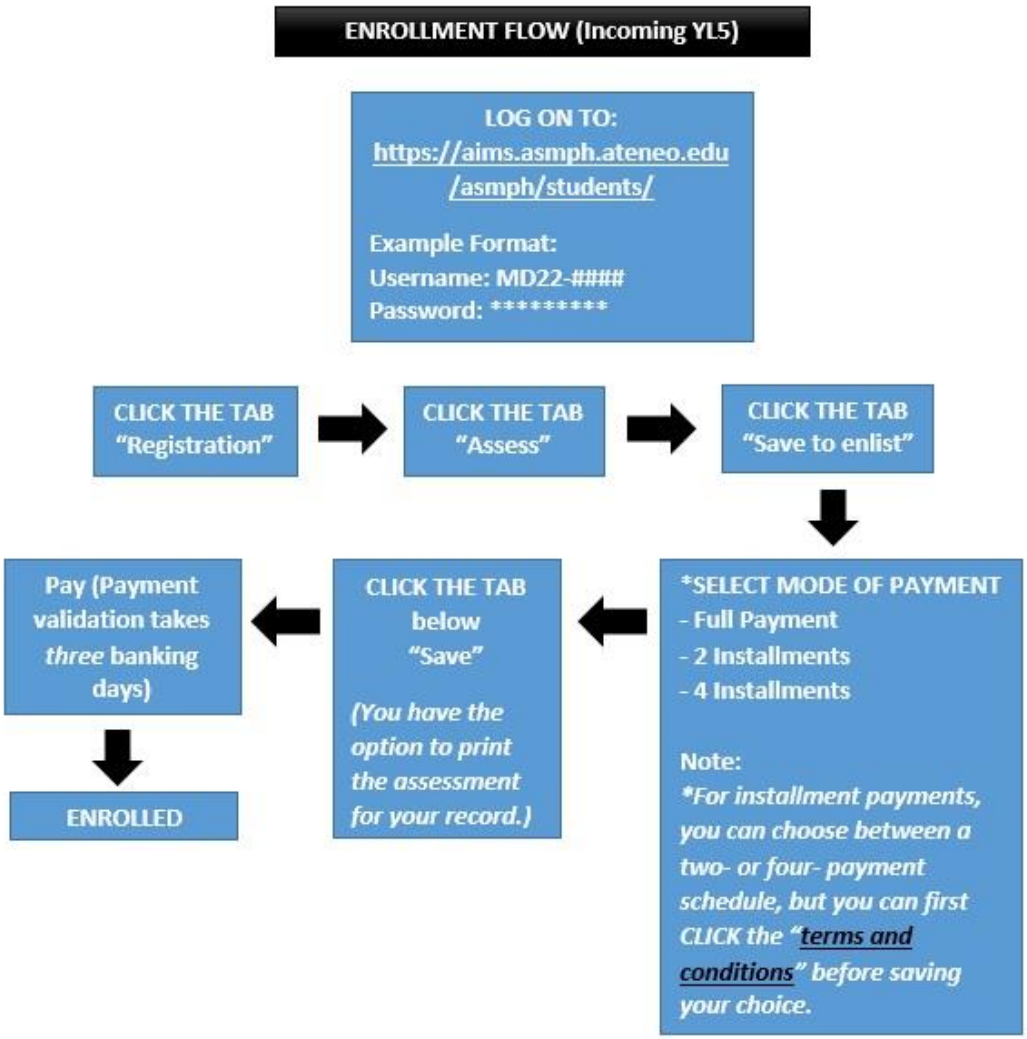
REGISTRATION GUIDELINES

1. Registration for the First Semester shall be done entirely online following the posted **ONLINE REGISTRATION SCHEDULE**.
   LINK:
   https://drive.google.com/file/d/1bKmQljg1OzgUMxD9V9ZaMDszTQ2YURIA/view?usp=sharing

2. For students who cannot register online due to errors in loading you may email your concerns to the Registrar's Office at registrar.asmph@ateneo.edu for assistance, advice or resolution.

3. For student's inquiries about tuition credits, you may send email to morencio@ateneo.edu.

4. The entire process is illustrated in the **ONLINE ENROLLMENT PROCEDURE** and **ENROLLMENT FLOW** below:



5. Failure to register during the schedule allocated for your YL will incur a P250.00 penalties.

6. After payment, YL5 students need to fill up the ID request form and Data processing agreement **LINK: https://forms.gle/7oiPEF1zb8M47nuG8** for your OBF accounts. An OBF (Ateneo) e-mail account is necessary for the initial issuance of the ID and for students to participate in online classes.

7. No further Enrollment shall be allowed two weeks after the start of classes.

ONLINE ENROLLMENT PROCEDURE

(Step by step procedure)

Step 1. Online Registration

Log on to "https://aims.asmph.ateneo.edu/asmph/students"

**Students must have no deficiencies to perform this process*

Step 2. Assessments

Printing of assessments may be done online

Step 3. Payment of Fees

Payment via BDO, BPI, Metro Bank only.

**Cashier's office will update your status by the end of the day after 3-4 banking days after the cashier confirms payment transfer from the bank to ASMPH accounts.*

**Late Registration fee will be charged P 250.00 for failure to register on time.*

Here's the link for the payment facilities.

LINK: https://drive.google.com/file/d/1Km1HjxdsKAAWGqIhjOx6e9EHl43xU0o5/view?usp=sharing

Step 4. ID Application and Data Processing Agreement

Please refer to the REGISTRATION GUIDELINES.
