## PAYMENT OF ATENEO DE MANILA SENIOR HIGH SCHOOL APPLICATION FEE VIA PAYBIZ (PAYNAMICS)

Paybiz allows you to pay the application fee through one of the following payment channels. You may only choose/use a payment channel if you (the student, parent, or representative) have an account in this payment channel.

(a) Mobile wallet: G-cash or Grab Pay

(b) Online Bank Transfer: BPI, BDO, UnionBank, PNB, RCBC

1. Scan the ASHS-Admission Fee QR code below or go to the following link <a href="https://admu.paybiz.ph/redirect/PNX83667">https://admu.paybiz.ph/redirect/PNX83667</a> using Google Chrome as the browser.

(Do not use any other Paybiz QR Code or link; this will result in your payment being credited to a different account. Note that the Paybiz QR Code/link for the AGS or AJHS is different from that of the ASHS Admission Fee code/link.)



2. Click on your chosen payment channel. Make sure that you already have an existing account in this payment facility.



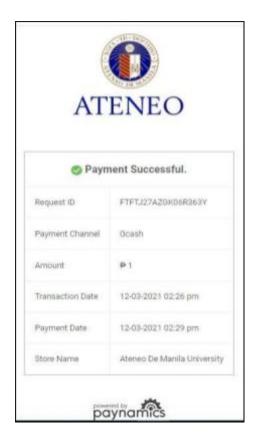
- 3. A screen with different information fields will pop out. Fill up the different fields.
- 3.1 Under "Category" always select "**studen**t" (even if a parent or guardian is the one making the payment on the student's behalf).
- 3.2 A field for "Student No/Applicant No/Reference No" will pop out. In this field enter the 9-digit unique applicant payment number of the student/applicant that is generated by the Ateneo Senior High School Admission System. Example: **45000001** 
  - Kindly note that this unique number can be found in the applicant's admission application profile (EduSuite), in the "Registration" tab.
- 3.3 Fill up all of the required fields (those with \*): Enter the complete first name, middle name and last name of the applicant, the applicant's active email address and mobile number.
- 3.4 Under "Amount" enter "750" (Senior High School application fee).





3.4 Follow the instructions for accessing your account (mobile wallet or online banking) and paying the application fee. The instructions vary slightly depending on the payment facility.

4. Take a screen shot of the acknowledgement of successful payment issued by the Paybiz system.



- 5. Very important: To ensure that the payment can be traced and attributed to the applicant,
- (a) upload a scan/picture file of the payment confirmation in the google form that can be accessed through this link: <a href="https://go.ateneo.edu/SHSOAS-ProofofPayment-SY2526">https://go.ateneo.edu/SHSOAS-ProofofPayment-SY2526</a>
- (b) and also upload it in the applicant's account in the Ateneo Edusuite Admission system. (In order to do this, go to the payables section of the applicant's admission account and click "upload receipt.")
- 6. Log into your Ateneo Senior High School Admission System account 3-5 working days after you made the payment to check if the application has been moved to the DRAFT stage (meaning that the payment has been received by Ateneo and recorded).