

Online Admissions, Interview and Registration



STEP 1 - 4 should be accomplished by NEW STUDENTS only, if you are an OLD student proceed to STEP 5 – 6.

STEP 1. Register through:

Basic Education: <https://bit.ly/BEApplication2020>

STEP 2. Pay the admission processing fee of 500 (for Filipinos) and \$25 (for Foreigners)

- Here are our bank details:

BDO Account name:
South Mansfield College Inc.
Account no. 006490-042-729
Branch Putatan Muntinlupa

East West Account name:
South Mansfield College Inc.
Account no. 2000-2392-6031
Branch Poblacion Muntinlupa

An official acknowledgment receipt will be sent to your email.



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STEP 3. Please send us the scanned copy of your deposit slip to either smc@smc.edu.ph or smc-accounting@southville.edu.ph.

STEP 4. Wait for 2-3 days for us to evaluate your documents. You will receive an email on the schedule of your online interview through Zoom or Google Meet. (**Applicable for Grade 3 to College only**)



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STEP 5. Access online registration form at https://bit.ly/SMC_OnlineRegistration2020 (for Basic Ed) and fill out the form

STEP 6. Once you are done with the pre-registration at https://bit.ly/SMC_OnlineRegistration2020 (for Basic Ed) you will receive an email of your official tuition fee assessment coming from the Accounting Office.



Payment Details

- Pay Online

- There are online payment options that you can use to settle your accounts with us. At your most convenient time and best situation, you may deposit and send us the receipt of payment through **smc-accounting@southville.edu.ph** with “[StudentName] **Deposit Slip Tuition Fee**” as subject.

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*Welcome to SMC,
Home of the Soaring Royals!*

