ade/	'Strand:	Date:
Step	Particular	Venue
1	Profiling (Fill up Student Profile)	HS Office
2	Evaluation of Documents	HS Office
3	Payment for Enrolment Fee	Cashier
4	Assessment	Assessment Office
5	Encoding and Printing of Assessment/ RF	HS Office
6	Library	Main Library
7	ID Registration / Validation	ID Section / OSAS
8	Validation of Enrolment	Registrar

FELLOWSHIP BAPTIST COLLEGE

High School Department

ID#		
1111#		

Grade/Strand:

FELLOWSHIP BAPTIST COLLEGE High School Department

ENROLMENT PROCEDURES

Date:

Registrar

Name:			

Step Particular Venue Profiling 1 (Fill up Student Profile) **HS Office** Evaluation of 2 **Documents** HS Office Payment for 3 **Enrolment Fee** Cashier 4 Assessment Assessment Office **Encoding and Printing** 5 of Assessment/ RF HS Office 6 Library Main Library ID Registration / 7 Validation ID Section / OSAS

Note: You are not officially enrolled unless you have completed all the steps.

ID	#			

ID#

FELLOWSHIP BAPTIST COLLEGE High School Department

ENROLMENT PROCEDURES

Name:	
Grade/Strand:	Date:

Step	Particular	Venue
1	Profiling (Fill up Student Profile)	HS Office
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8

Name:

FELLOWSHIP BAPTIST COLLEGE High School Department

ENROLMENT PROCEDURES

Grade/Strand: _____ Date: __

Validation of Enrolment

Step	Particular	Venue
1	Profiling (Fill up Student Profile)	HS Office
2	Evaluation of Documents	HS Office
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