



DAMASCUS EDUCATIONAL CENTER OF SCHOLARS

Blk. 1 Lot 3-4 Cattleya Homes, Pag-asa II, Imus, Cavite

Student No. _____

ENROLLMENT FORM

S.Y. 20__ - 20__

Name: _____
(last name) (first name) (middle name)

Address: _____

Sex : _____

Tel. No. : _____ Birthday : _____ Age: _____

Father's name: _____ Occupation: _____

Mother's name: _____ Occupation: _____

Office or Business Address if any: _____

Person to Contact in case of emergency : _____

Contact No. _____ Address: _____

Level to Enroll: Pre-Elem.
Elementary

Enrollment Date: _____

Verified by: _____

Student Copy



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Student No. _____

STUDENT CARD

Name: _____
(last name) (first name) (middle name)

Level: _____ Age: _____

Birthday : _____

Father's Name: _____ Occupation: _____

Mother's Name: _____ Occupation: _____

Guardian's Name: _____

Address: _____ Contact No. _____

EXAM PERMIT

July	_____	October	_____	January	_____
August	_____	November	_____	February	_____
September	_____	December	_____	March	_____

Accounting Copy

Student No: _____ Level : _____

() Scholastic () Traditional

MODE OF PAYMENT

Payment Option _____
() cash () installment

Payment Upon Enrollment _____

	Amount	Date	O.R. No.
Registration	_____	_____	_____
Miscellaneous	_____	_____	_____
Computer	_____	_____	_____
Laboratory	_____	_____	_____
Tuition	_____	_____	_____
Books/Portfolio	_____	_____	_____
Uniform	_____	_____	_____

Total

Parent/Guardian Signature

INSTALLMENT

June	_____	Oct.	_____	Jan.	_____
July	_____	Nov.	_____	Feb.	_____
Aug.	_____	Dec.	_____	Mar.	_____
Sept.	_____				

AGREEMENT

As a parent/guardian you should:

- A. Be cooperative with the school's activities, meeting, programs and the like.
- B. Be supportive when the school makes a disciplinary action to your child for his/her own good.
- C. Guide and monitor your children in all his/her endeavors/works (uniforms, baon) and their other needs
- D. Understand that in this institution, you are responsible to pay in full all of your accounts before the end of the school year and you must pay on time.

Student Copy

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CLEARANCE

(To be accomplished at the end of the school year) Must be signed by the respective teachers.

English	_____	Computer	_____	Registrar	_____
Math	_____	Bible	_____	Guidance	_____
Science	_____	Sibika	_____	Library	_____
Filipino	_____	H.E.L.E.	_____	Canteen	_____
MSEP	_____	Adviser	_____	Bookstore	_____

School Head