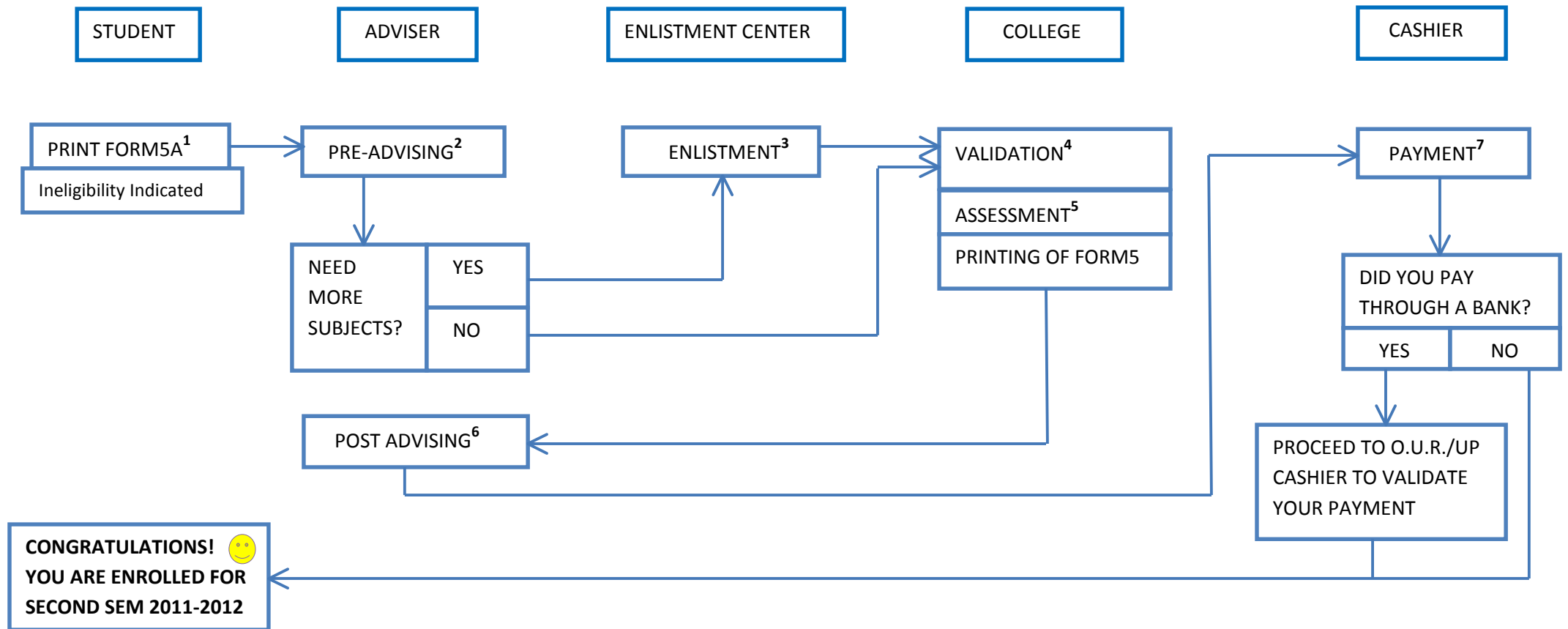


## REGISTRATION FLOWCHART FOR SECOND SEMESTER 2011-2012



1-Your own Form5A or from College

2-If applicable, at your home unit

3-Can't enlist if ineligible. Has to clear his/her Deficiency with concerned unit and have his/her status untagged to be eligible for enlistment ([See list of enlistment centers](#))

4-Can't be validated if tagged as ineligible. Student has to clear his/her deficiency with concerned unit and have his/her status untagged to be eligible for validation, assessment and printing of Form5

### 5-At your Respective Units

#### If Foreign Students/Students with Scholarships

#### Faculty/Dependents

- Proceed to OUR-ARS for Assessment and Printing of Form 5
- Go to College for Post Advising

#### **NOTE:**

#### Students with STFAP

- If STFAP bracket is incorrect, go to OSSS and have it corrected and go back to your college for Assessment and Printing of Form 5

6-If applicable, at your home unit

### 7-PAYMENT CENTERS

- UP Cashier's Office
- OUR Building, 3<sup>rd</sup> Floor
- LandBank
- DBP

#### **NOTE:**

1. Payment can be in the form of Cash, Manager's/Cashier's check

**NOTE :** F5 should be validated by 08 Nov. Unvalidated students on Wed, 09 Nov, 1<sup>st</sup> day of classes, may be removed by the teacher from the class list to free up slots for waitlisted students.