



ENROLLMENT INFORMATION SHEET FOR NEW STUDENTS

Enrollment Requirements:

1. **Application Form** (*available upon request or during enrollment*)
2. **Pastor's Form** (*available upon request or during enrollment and should be submitted once accepted into the college*)
3. **Christian Service Report** (*available upon request or during enrollment*)
4. **Chest-X-ray** (*doctor's clearance only; to be submitted once accepted into the college*)
5. **Form 137 or High School Card** (*for students who are enrolling to the college after graduating from High School; to be submitted once accepted into the college*)
6. **College Transcript** (*for Program students only; to be submitted once accepted into the college*)
7. **Application photo (1x1)**
8. **Minimum Fee Upon Enrollment:**
 - a. Application Fee – P180
 - b. ID Fee – P55
 - c. Tuition deposit – P200 (*will be treated as part of the total tuition fee*)
 - d. Dorm Dues – P1400 per month (*with an additional P1400 Dorm Deposit to be applied on the student's last month in the dorm*)
 - e. Syllabus Deposit – P25 per Credit unit (*the rest of the syllabi costs will be included in the student's statement of account*)

Additional Tuition and Other Fees Per Sem

- BIBLE Classes – P250 per Credit unit / P125 per Audit unit
- MUSIC Classes – P250 per Credit unit / P125 per Audit unit (*for classroom or lecture subjects*)
- GRADUATE Classes – P300 per Credit unit
- MUSIC Lessons (GROUP) – P1025 for Voice, P1525 for other instruments
- MUSIC Lessons (PRIVATE) – P2025 for Voice and other instruments
- MATTRESS Rental – P100 per Dorm student
- INSTRUMENT Rental – P1000

Important Things to Note:

1. During enrollment, students will need to accomplish the Application Form and the Christian Service Report as well as take the English Evaluation Test prior to their Enrollment Interview. Therefore, enrollees are requested to come early when enrolling.
2. For full-time students, a typical semester is composed of 12 to 15 units of Bible and Music Courses.
3. Part-time students may take as low as 1 unit per semester or at most 8 units.
4. Most courses may be taken for either Credit or Audit.
 - a. If a student takes a course for Credit, then all course requirements need to be met to get a passing grade and for the course to be credited.
 - b. If a student takes a course for Audit, the student does not need to submit any of the course requirements. However, the student should still be present for at least 80% of class meetings. If more than 20% of the class meetings is missed, then the student will be considered as having Withdrawn from the class and will not be allowed to continue attending the class.
5. Additional fees will be incurred by the students for the full cost of the course syllabi as well as for buying / renting other required reference books.
6. Aspiring new Music Program students need to pass the Music Auditions that are usually held in the month of March of the preceding school year. Announcements are made regarding the specific audition schedules. Acceptance to the Music Program will depend on the availability of slots in the Music Program and on how the aspiring student fares in the auditions.
7. Non-Music Program students who plan to take music lessons or join the Chorus need to take and pass a written Music Evaluation Test prior to their Enrollment Interview.
8. For additional questions or concerns, you may email us at bjbiblecollege@gmail.com or call us at our landline number (945-2686) or mobile number (0917-522-8628).