



ONLINE ENROLLMENT PROCESS



OPEN THE URL:

FOR OLD/CONTINUING STUDENTS VISIT
iuis.wvsu.edu.ph/iuis/students

FOR INCOMING FRESHMEN VISIT
iuis.wvsu.edu.ph/iuis/applicants

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SUC President IV
West Visayas State University



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LOGIN TO YOUR ACCOUNT

USE YOUR PERMANENT APPLICANT
ID OR STUDENT NUMBER.

Student Module

WEST VISAYAS STATE UNIVERSITY
MAIN CAMPUS

Username

Password

Birth Date

<<< Back Log in

Forgot your password? Click Here.

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**SELECT THE PERSONAL
INFORMATION PAGE AND
CHECK IF ALL YOUR DATA IS
CORRECT.**



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4 SELECT THE ENROLLMENT CONFIRMATION PAGE IN THE MENU.

Dashboard Message **Class Offerings** Registration Personal Information My Schedule My Grades My A

Deficiency Log Trail **Enrollment Confirmation** Upload Deposit Slip Subject Adjustment

Welcome, [Name]

Enrollment Confirmation Procedure

Read the Guidelines before you begin:

- **Personal Information:** Make sure that your information below is complete, updated, and correct. Otherwise, you cannot proceed to Enrollment Confirmation. Please go back to your Personal Information sub-module and update your information.
- **For Scholarship Application:** Download and fill-out the applicable scholarship form(s). Follow the procedure below on how to upload each form. The uploaded scholarship form(s) will be reviewed and verified by the OSA Scholarship Coordinator. You cannot proceed if you failed to submit or upload the copy of scholarship form(s).
- **Device Borrower's Agreement: Applies to Undergraduate level students only:** Download and read the Device Borrower's Agreement for the Learner's Resource Packet. You are no longer required to download if you have already submitted your Device Borrower's Agreement last enrollment period.
- **Enrollment Confirmation:** Review your information and requirements before you SUBMIT THE ENROLLMENT CONFIRMATION. Changes or updating of information will not be accepted once you have submitted the enrollment confirmation.
- **Notification:** All notification emails will be directed to your personal email account and IUIS messaging account. Check regularly your emails for some important reminders/instruction from your respective college or other units.
- All downloadable forms and original copies of entrance credentials shall be submitted on the scheduled date.
- You must follow the Enrollment guidelines/procedure accordingly to avoid problems with your registration and assessment. Click this link to read the guidelines/procedure for enrollment: <https://wvsu.edu.ph/general-guidelines-of-online-enrollment/>

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**REVIEW THE ENROLLMENT FORM (STEP 1),
THEN SELECT YOUR MODE OF PAYMENT AND NSTP
TYPE. (FULL PAYMENT FOR FHE SCHOLARS)**

*if applicable

All downloadable forms and original copies of entrance credentials shall be submitted on the scheduled date.

- You must follow the Enrollment guidelines/procedure accordingly to avoid problems with your registration and assessment. Click this link to read the guidelines/procedure for enrollment: <https://wvsu.edu.ph/general-guidelines-of-online-enrollment/>

I. Enrollment Form for Incoming Freshmen and Continuing Students

School Year :	2022-2023	Semester :	First
Student ID No :		Grade/Year Level :	Second Year
Complete Name :			
Date of Birth :	February 06, 2002	Citizenship :	Filipino
		Gender :	Male
Permanent Address :			
Email Address :		Contact Number :	
College :	College of Information and Communications Technology	Department :	College
Program :	Bachelor of Science in Information Systems		
Mode of Payment :	- select mode of payment -		
NSTP Type :	NOT APPLICABLE		

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**IN STEP 2, SELECT YOUR SCHOLARSHIP TYPE (IF ANY).
SELECT FREE HIGHER EDUCATION FOR UNDERGRADUATE STUDENT
WHO WANTS TO AVAIL THE FREE TUITION PROGRAM OR OPT
OUT FOR THOSE WHO WILL PAY THEIR TUITION AND FEES.
DOWNLOAD AND FILL-OUT THE FORM DISPLAYED AFTER SELECTING
THE SCHOLARSHIP TYPE.**

II.Scholarship Application

- Please select the type of scholarship(s) you are applying for from the fields provided below:
 - **If you choose to OPT-OUT in the "Scholarship":**
 - Download and complete the **Opt-Out Letter**.
 - Ensure the letter is **signed**, then either **scan** it or take a **clear photo**.
 - The file must be **no larger than 5MB** and saved in one of the following formats: **.img, .jpg, .jpeg, .pdf, or .png**.
 - Upload the signed Opt-Out Letter using the "Upload Documents" feature provided.
 - **If you choose any other scholarship option:**
 - Make sure to **clearly specify the name of the scholarship** in the space provided **before proceeding to the next step**.

Scholarship	:	Free Higher Education (FHE)	▼	
Other Scholarship	:	- Select Other Scholarship -	▼	Specify the Name of the Scholarship : Name of the Scholarship
	:	- Select Other Scholarship -	▼	Specify the Name of the Scholarship : Name of the Scholarship
	:	- Select Other Scholarship -	▼	Specify the Name of the Scholarship : Name of the Scholarship

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- **FOR INCOMING FIRST-YEAR, SHIFTEE, TRANSFEREE, AND WESTMED STUDENTS WHO INTEND TO AVAIL OF THE FREE HIGHER EDUCATION SUBSIDY, ACCOMPLISH AND SUBMIT THE ORIGINAL COPY OF THE FHE FORM – REVISION 3 TO THEIR RESPECTIVE COLLEGE DEAN’S OFFICE FOR SIGNATURE AND ENDORSEMENT**
- **FOR STUDENTS WHO WISH TO OPT OUT OF THE FREE HIGHER EDUCATION (FHE), ACCOMPLISH AND SUBMIT TWO (2) COPIES OF THE NOTARIZED OPT-OUT LETTER TO THE OFFICE OF STUDENT AFFAIRS (OSA)**
- **FOR DEPENDENT TYPE OF SCHOLARSHIP, SUBMIT THE CERTIFICATE OF EMPLOYMENT FROM THE WVSU HR DEPARTMENT AT OSA**
- **FOR COM ENTRANCE, COM SERVICE, COM MERIT TYPE OF SCHOLARSHIP, SUBMIT THE ACCOMPLISHED FORM AT OSA**

ALL FORMS CAN BE DOWNLOADED AT WVSU.EDU.PH

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CHECK THE BOX TO CONFIRM ALL INFORMATION IS TRUE AND CORRECT, THEN CLICK THE “SUBMIT ENROLLMENT CONFIRMATION” BUTTON.

III. Enrollment Confirmation

☒ I hereby confirm that all the information provided above is true and correct to the best of my knowledge. I also give my full consent to share my personal information with authorized personnel of **West Visayas State University** for official and academic purposes.

Submit Enrollment Confirmation

WV SU

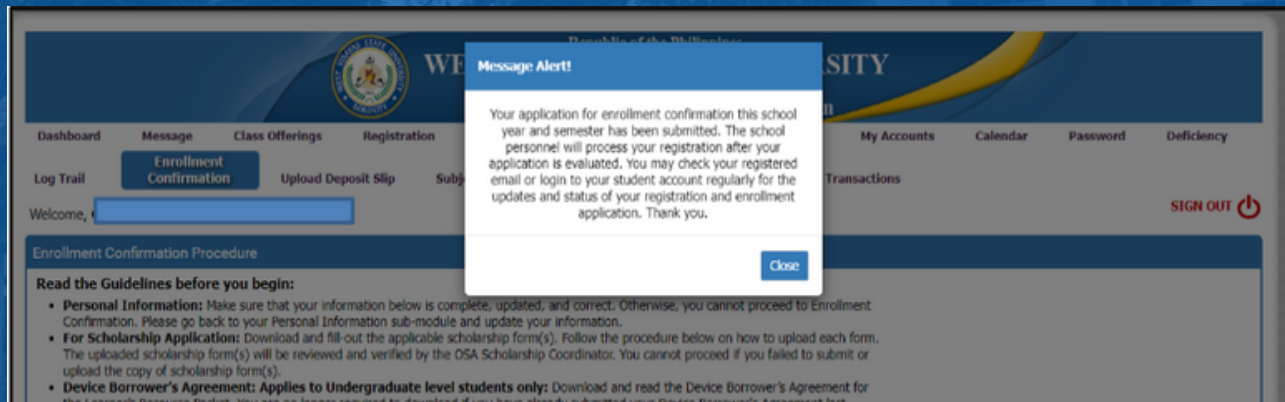
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WAIT FOR YOUR ENROLLMENT TO BE CONFIRMED.

CHECK THE MESSAGE MENU IF YOUR ENROLLMENT HAS BEEN CONFIRMED

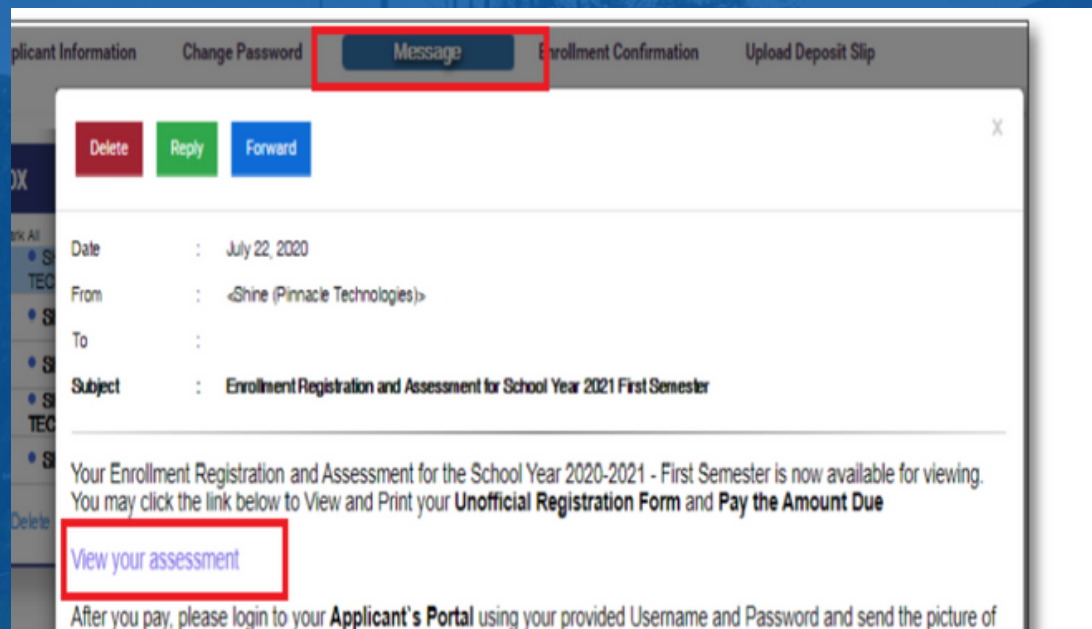


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CHECK THE MESSAGES MENU FOR YOUR ENROLLMENT CONFIRMATION



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DOUBLE CHECK ALL REGISTERED SUBJECTS AND FEES. IF THERE ARE ERRORS OR MISSING SUBJECTS, CONTACT YOUR ADVISER BEFORE PRINTING YOUR ASSESSMENT FORM.

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PRINT THE ASSESSMENT FORM AND PAY YOUR TUITION FEE.

- **SM BILL METHOD**
- **ONLINE PAYMENT GATEWAY**
<https://wvsu.edu.ph/online-payment-procedure/>
- **WVSU CASHIER**

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**TO VIEW / GENERATE YOUR CERTIFICATE
OF REGISTRATION, LOGIN TO YOUR
ACCOUNT AND GO TO MY SCHEDULE
SUBMODULE**



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Sample COR



West Visayas State University
(Formerly Iloilo Normal School)
OFFICE OF THE REGISTRAR
Luna, St., La Paz, Iloilo City
Trunkline (+63) (033) 320-0870 to 78 loc 1112 & 1113 Telefax No.:(033) 320 - 0879
*Website: www.wvsu.edu.ph *Email Address: registrar@wvsu.edu.php

College of Education
CERTIFICATE OF REGISTRATION
First Semester 2022-2023

Name:

Course: BACHELOR OF SECONDARY EDUCATION MAJOR IN ENGLISH

Section: A

Scholarship/s: Free Higher Education Under Ra 10931

Student No.:

Year Level: Second Year

Date Enrolled: August 05, 2022

Subject		Lec	Lab	Units	Schedule	Room	Faculty
ED 204	Facilitating Learner-Centered Teaching	3	0	3	M/W 07:00AM-08:30AM	NAB 305	TUBAL, MICHAEL CAESAR
ED 205	Foundation of Special and Inclusive Education	3	0	3	M/W 08:30AM-10:00AM	NAB 305	CONSEBIT, SHERBETH
ELE 204	English for Specific Purposes	3	0	3	T/TH 11:30AM-01:00PM	NAB 302	CADIAO, ESPERVAL CEZVAR
ELT 201A	Principles and Theories of Language Acquisition and Learning	3	0	3	T/TH 04:00PM-05:30PM	NAB 201	ALBACETE, VICTORIA
LIT 202	Survey of Philippine Literature in English	3	0	3	T/TH 10:00AM-11:30AM	NAB 302	TUBAL, MICHAEL CAESAR
LIT 203F	Contemporary, Popular, and Emergent Literature	3	0	3	M/W 01:00PM-02:30PM	NAB 305	VILLA, HAZEL
LIT 206F	Mythology and Folklore	3	0	3	M/W 11:30AM-01:00PM	NAB 305	VIOLETA, MARIEVIC
PE 113	Physical Activities Towards Health and Fitness I	2	0	2	W 03:00PM-05:00PM	ONLINE	
SS 111	The Contemporary World	3	0	3	T/TH 02:30PM-04:00PM	ONLINE	FLORES, REYMUND
		26/0 unit(s)					

ASSESSMENT OF FEES:

Tuition Fee:		Total Assessment:	7,065.00
Tuition	4,420.00	LESS:	

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- **MAKE SURE THE CERTIFICATE OF REGISTRATION (COR) CONTAINS THE COMPLETE LIST OF SUBJECTS/COURSES, AND SCHEDULE.**
- **FOR ASSISTANCE, KINDLY VISIT THE REGISTRAR'S OFFICE OF THE MAIN CAMPUS**

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