

STEP 1

PRE-ENLISTMENT (June 6-13)

Fill out the google form.

Old Students:

<https://forms.gle/t2BdCtgSroQq6VsU9>

New Students:

<https://forms.gle/R1nf42NURtgNh3pZ6>

STEP 2

CONFIRMATION

Wait for an acknowledgement.

STEP 3

ADVISING

Program Leads shall review your information and approve your courses.

STEP 4

ENCODING OF COURSES

Graduate School support staff shall encode approved courses for enrollment.

STEP 5

ASSESSMENT (June 13 & 14)

Refer to pages 2-7 for assessment instructions.

For students with TW/DW course/s, assessed fees will be available for viewing in your My USTe student portal 1-2 working days after encoding.

Note: A student is required to access MY USTe student portal account. NEW Students who have not received their student numbers, please log in to our Help Desk and look for Ms. Bing.

STEP 6

PAYMENT (June 13 & 14)

Refer to your My USTe student portal for payment instructions (<https://myuste.ust.edu.ph/>)

Special Term Tuition Fee must be paid in FULL. Installment transaction is not applicable.

START OF CLASSES:
June 15, 2023



Enrollment Help Desk

TUESDAY – SATURDAY (1:00pm – 4:00pm)

UST GRADUATE SCHOOL
LIVE ONLINE SUPPORT

<https://bit.ly/USTGS-LiveOnlineSupport2023>

