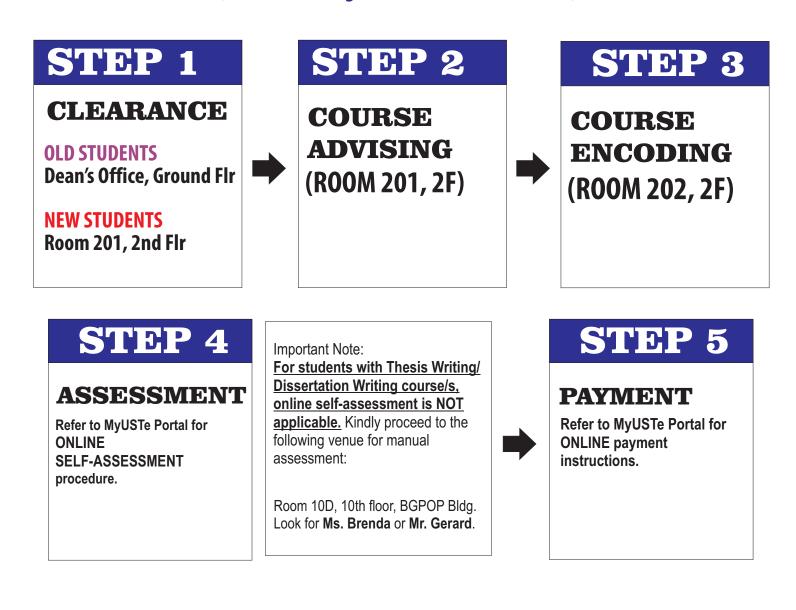
USTGS LATE ENROLMENT PROCEDURE

Second Term 2023-2024 (January 15-20, 2024)



NOTE: Late Enrollment fee (Php 750) will be implemented effective JANUARY 15, 2024

USTGS Enrolment Procedure

CHANGE/ADD/DROP COURSE/S (January 15-20, 2024)

STEP

 Filling out of Change/ Dropping Form
ROOM 201

- Course Advising ROOM 201

- Course Encoding ROOM 202

- Access **MyUSTe Portal** to view the adjusted fees and revised enrolled courses within three (3) working days after encoding. Click **"My Schedule"** under **"Course Details"** tab to view revised courses.