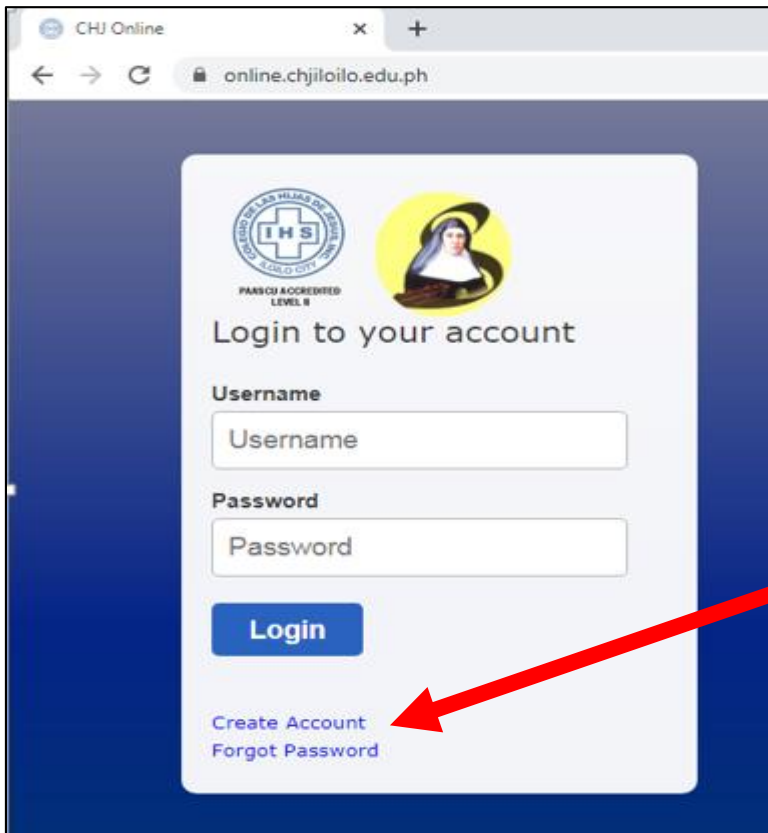


ADMISSION FOR NEW APPLICANTS

STEP 1: CHJ ONLINE ACCOUNT REGISTRATION

1. 1) Log in to online.chjiloilo.edu.ph.



CHJ Online

online.chjiloilo.edu.ph

PARISCI ACCREDITED LEVEL II

Login to your account

Username

Password

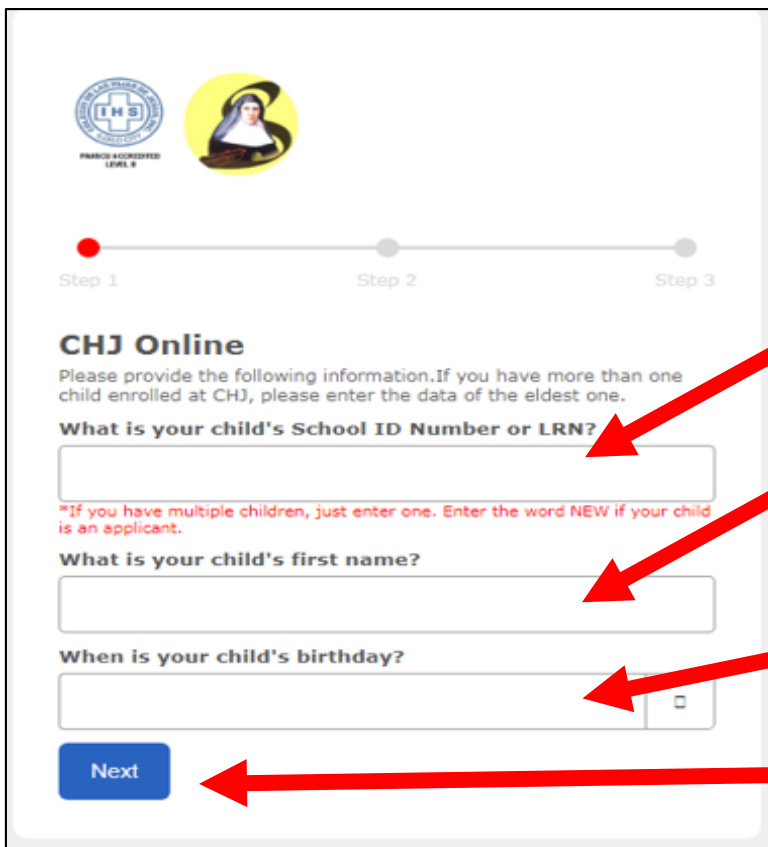
Login

Create Account

Forgot Password

Click **Create Account**

1. 2) Provide the needed information for each field.



PARISCI ACCREDITED LEVEL II

Step 1 Step 2 Step 3

CHJ Online

Please provide the following information. If you have more than one child enrolled at CHJ, please enter the data of the eldest one.

What is your child's School ID Number or LRN?

*If you have multiple children, just enter one. Enter the word NEW if your child is an applicant.

What is your child's first name?

When is your child's birthday?

Next

This can be found in your child's **Report Card**.

Enter the word **NEW** if you are a new student.

Enter the **child's complete first name**.

Select the **Year, Month and Day** (ex. 2021/01/01).

Click **Next** to proceed.

1. 3) Complete your other information.

The form is titled "Step 3" and includes the school's logo and a portrait of a nun. It features a progress bar with three steps, where Step 2 is currently active. The form contains the following fields and a button:

- Progress bar: Step 1, Step 2 (active), Step 3
- Question: "What is your name?"
- Input fields: "First Name" and "Last Name"
- Question: "What is your preferred username?"
- Input field: [Empty]
- Question: "What is your email address?"
- Input field: [Empty]
- Question: "What is your mobile number?"
- Input field: [Empty]
- Button: "Next"

Encoder's name

Use your **active email address**.

Click **Next**.

1. 4) Create your own password.

The form is titled "Step 4" and includes the school's logo and a portrait of a nun. It features a progress bar with three steps, where Step 4 is currently active. The form contains the following fields and a button:

- Progress bar: Step 1, Step 2, Step 3, Step 4 (active)
- Section: "Create a password"
- Input field: [Empty]
- Section: "Confirm your password"
- Input field: [Empty]
- Section: "Code"
- Input field: [Empty]
- Text: "The Verification CODE has been sent to your nominated [email address](#). If you do not receive the code after five minutes, please click [Resend Code](#)."
- Text: "I have read and agree to the **Data Privacy Policy** of Colegio de las Hijas de Jesus, Inc."
- Input field: [Small box]
- Button: "Finish"

Enter your **desired password**.

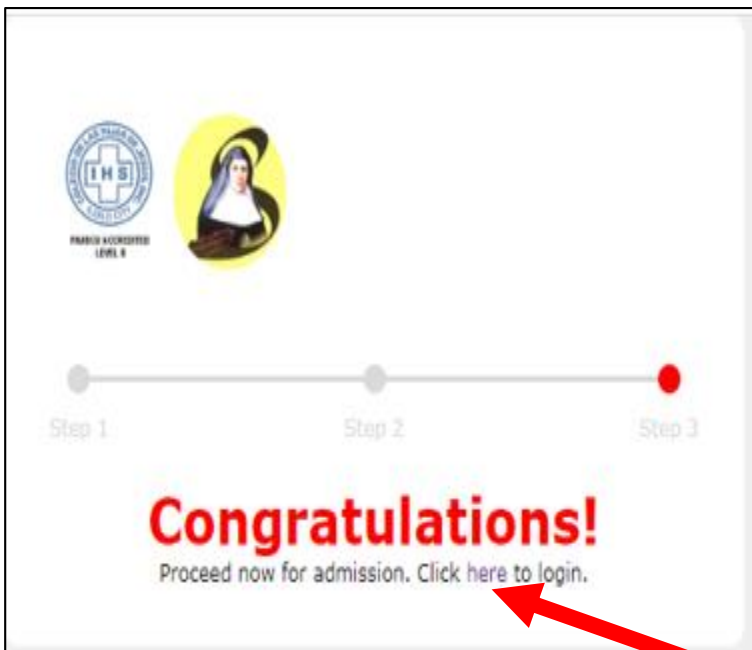
Re-enter your desired password.

Enter the **verification code** sent to your email address.

Click the **small box** if you have read and agreed to the school's **Data Privacy Policy**.

Click **Next**.

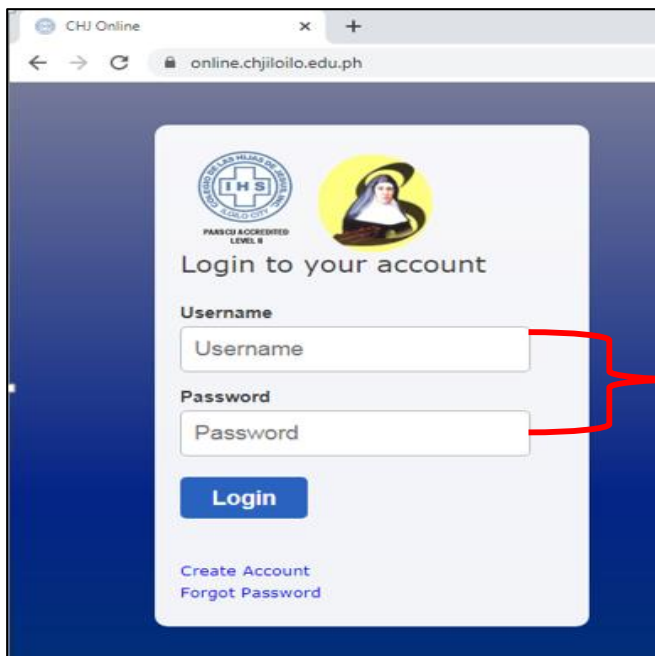
1. 5) You now have completed your registration.



Click the word **here** to proceed to admission.

STEP 2: ADMISSION

2. 1) Log in to your CHJ account.



Enter the **username** and **password** that you created in Steps 2.3 and 2.4

2. 2) Indicate your relationship with the applicant.

How are you related to Juan?

I am the

Father
Mother
Guardian

If you're a student, use either mother, father or guardian.

Fill out all the needed information especially those with asterisks (*) so you can proceed.

2. 3) Fill out the father's data.

Family Profile

Father **Mother** Guardian Student's Home Address

Salutation

First Name*

Middle Name

Last Name*

Qualifier/Suffix

Birthdate*

Occupation

Company

Email

Office Address

Contacts *

Landline

Next

Click Next

Enter your contact numbers and click the plus (+) sign.

Fill out all the needed information especially those with asterisks (*) so you can proceed.

2. 4) Fill out the mother's data.

Family Profile

Father **Mother** Guardian Student's Home Address

Salutation

First Name*

Middle Name

Last Name*

Qualifier/Suffix

Birthdate*

Occupation

Company

Email

Office Address

Contacts *

Landline

Next

Click Next

Enter your contact numbers and click the plus (+) sign.

2. 5) Fill out the guardian's data.

Family Profile

Father Mother Guardian Student's Home Address

Salutation Atty., Dr., Mr., Mrs., etc...

First Name*

Middle Name

Last Name*

Qualifier/Suffix Jr., Sr., III, etc...

Birthdate*

Occupation

Company

Email

Office Address

Contacts *

Country Code Area Code Number Ext.

Landline 63

Next

*For those who have concerns or questions about the Student's Family Profile, please email the Office of the Registrar at registrar@chjloilo.edu.ph. Thank you.

Fill out all the needed information especially those with **asterisks (*)** so you can proceed.

Choose your contact number (landline or mobile) then enter your number and click the **plus (+)** sign.

Click Next

2. 6) Fill out student's home address.

Family Profile

Father Mother Guardian Student's Home Address

PRESENT ADDRESS

House/Room #

Building/Apartment

Street

Village

Barangay*

City / Municipality*

State / Province*

Country*

Zip Code*

Contacts *

Country Code Area Code Number Ext.

Landline 63 32

Is your Present Address Permanent? No

Save Cancel

*For those who have concerns or questions about the Student's Family Profile, please email the Office of the Registrar at registrar@chjloilo.edu.ph. Thank you.

Fill out all the needed information. Especially those with **asterisks (*)** so you can proceed.

1. If your present address is not same as your permanent address click **NO** then fill out the details for your permanent address.
2. If your present and permanent address are the same click **SAVE**.

2. 7) Click your child's name on the dashboard.

DELA CRUZ, Juan

Incoming: Sep 19, 2014
Due (Feb 28, 2021): 0.00

+ (Add button)

*If a sibling is not listed on this page, please email admin@chjloilo.edu.ph. Thank you.

2. 8) Please provide the needed information.

DE LA CRUZ, Juan
Incoming: K
Sep 19, 2014
Due (Feb 28, 2021): 0.00
View other children v

Dashboard Child's Profile Tuition & Books Inbox

First Name*
JUAN

Middle Name

Last Name*
DELA CRUZ

Qualifier/Suffix Jr., Sr., III, etc..

Birthdate*
09/19/2014

Gender*
Boy

Incoming*
GS 1

Name of School last attended*
Pavia Pilot Elem School

Address of School*
Pavia, Iloilo

Attach any of the available requirements at present

- a. Photocopy of Live Birth Certificate (PSA)
- b. Photocopy of Baptismal Certificate
- c. Photocopy of Report Card (2nd or 3rd Grading Period)
- d. 1 x 1 picture
- e. Two (2) accomplished recommendation forms to be filled out by: [\(Click to download\)](#)
For High School Applicants Only
 - 1. Previous Teacher Adviser
 - 2. Guidance Counselor
- f. Certificate of Good Moral Character (Grades 4 to 6 applicants only)

For Foreign Applicant

- g. Passport, Study Permit or SRRV (Original & Photocopy)
- h. Transcript of Records from the Previous School abroad

Save

Click Save

Enter the name and address of the school that your child previously attended.

To upload the scanned or captured file/photo, click each requirement. The file/picture must be clear and readable.

2. 9) Your application for admission is now completed.

PIA HUBERO

First Name*
PIA

Middle Name

Last Name*
HUBERO

Qualifier/Suffix Jr., Sr., III, etc..

Birthdate*
09/19/2014

Gender*
Girl

Incoming*
GS

Name of School last attended*
Pavia Pilot Elem School

Address of School*
Pavia, Iloilo

Attach any of the available requirements at present

- a. Photocopy of Live Birth Certificate (PSA)
- b. Photocopy of Baptismal Certificate
- c. Photocopy of Report Card (2nd or 3rd Grading Period)
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For Foreign Applicant

- g. Passport, Study Permit or SRRV (Original & Photocopy)
- h. Transcript of Records from the Previous School abroad

Save

Message
We appreciate and thank you for registering online. Kindly wait awhile for we will get back to you soon. (only)
Ok

Activate Windows
Go to PC settings to activate Windows.