

PAYMENT OF ATENEO DE MANILA JUNIOR HIGH SCHOOL/SENIOR HIGH SCHOOL APPLICATION FEE VIA WEBPAY

Online Payment Portal

Accepts Visa/MasterCard (debit or credit card) of any issuing bank

1. Log in to <https://webpay.ateneo.edu/peso>
2. Provide the following information:
 - 2.1 Reference Number

350253000 for Junior High School (Grade 7) applications
450253000 for Senior High School (Grade 11) applications
 - 2.2 Amount to be paid
P 700 for Junior High School (Grade 7) applications
P 750 for Senior High School (Grade 11) applications
 - 2.3 Payer Name (name to be indicated in the receipt)
 - 2.4 Particulars (purpose of payment):
[applicant's unique payment reference number, last name, first name]
_application fee
e.g. **450000001 DELA CRUZ, JUAN_application fee**
 - 2.5 Nominated e-mail address
3. Select preferred payment method.
4. Enter card details.
 - 4.1 Card number
 - 4.2 Expiry date – month and year
 - 4.3 Security code - the 3 digits after the card number on the signature panel at the back of your card
5. Wait for payment to be processed and confirmation to be sent to your nominated e-mail account.
6. Very important: Upload the proof of payment (confirmation) in the applicant's account in the Edusuite system. (In order to do this, go to the *payables* section of the applicant's admission account and click "upload receipt.")