



PAASCU Accredited

MANRESA SCHOOL

Hijas de Jesus
Candida Maria St., BF Homes,
Parañaque City 1700
Tel. No. 8842-99-18

December 18, 2020

Dear Parents,

Greetings of Peace and Joy!

We thank and praise our loving Father for His compassion, guidance, and continued blessings despite the circumstances that we experienced this year. As we anticipate the opening of classes for the next academic year, we prioritize and safeguard the health and safety of the entire educative community. Thus, **Manresa School will continue to implement Online Distance Learning (ODL) in academic year 2021-2022.**

In this regard, we wish to inform you that we are now opening the *admission for new student applicants for Academic Year 2021 – 2022*. Likewise, we are *now accepting reservations for our old students who still desire to be part of the Manresa School family for Academic Year 2021 – 2022*.

Please be guided by the following terms and conditions pertaining to these matters:

1. **Application of new students is open for all levels** (Preschool, Grade School, Junior High School, and Grade 11). Admission requirements and procedures are posted in the school's website (www.manresaschool.edu.ph).
2. **Reservation of slots for SY 2021 – 2022 for old students is necessary.** Failure to make reservation would mean forfeiture of slot in favor of the new students. **A fee of Php 3,000.00 will be charged per student** in order to ensure a slot. This amount shall be deducted from the tuition fee, but is understood that in the event of cancellation, it is deemed to be NON-REFUNDABLE and NON-TRANSFERRABLE.
3. **Reservation of slots for old students may be done either onsite or online starting January 2021.** For onsite transaction, please visit the Registrar's Office from 8:00 am – 12:00 nn, 1:00 pm – 4:15 pm, Monday to Friday; and 8:00 am – 12:00 nn, Saturday.
4. For online transaction, accomplish the Reservation Form through this link <http://bit.ly/MSReservation20212022> and attach the proof of payment. Payment may be settled online through fund transfer to the school's bank accounts:
 - o **Metrobank and Trust Company** (BF Homes Branch – Aguirre Ave., BF Homes, Parañaque City)
Account Name: Manresa School, Inc.
Account Number: 034-3-034-32115-0
 - o **Security Bank** (BF Homes Branch – President's Ave., BF Homes, Parañaque City)
Account Name: Manresa School, Inc. Account Number: 0322-024152-201
5. **All reservations for enrollment shall remain valid** and effective up to the entire duration of the official enrolment period and shall automatically expire after the lapse of the said period, if not availed.
6. Parents who have asked/requested for a certificate of transfer, recommendation letter, and the like shall be deemed to have cancelled the slot of their son/daughter in favor of the new student.
7. The school will begin its early enrollment for SY 2021 – 2022 on May 19 – 22, 2021. Regular schedule of enrolment is on June 14, 2021 onwards.

We hope to obtain your immediate attention and full cooperation on this matter. As we prepare ourselves for the coming of our Savior Jesus Christ, may we remain faithful always to our Almighty Father and continue to respond to His invitation to be like Jesus, poor and compassionate to our brothers and sisters.

Respectfully,

MR. ELEAZAR D. SOLAS
Principal

SR. CECILIA J. SOLIS, F.I.
Treasurer