



MARIA MONTESSORI SCHOOL OF QUEZON CITY  
*We are Montessori, We are not Ordinary*

# SY 2022-2023 ADMISSION IS NOW OPEN!

**Preschool**  
**Elementary**  
**Junior High School**  
**Senior High School**  
ICT . HUMSS . ABM



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 mmsqc-edu.ph

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# ENROLLMENT PROCEDURE FOR **S.Y. 2022-2023**

## FOR OLD STUDENTS

- 1. Go to [mmsqc-edu.ph](http://mmsqc-edu.ph) and register online.**
- 2. Encode the student's ID number and registered parent's email address.**
- 3. Check and update other pertinent information found in the online registration system.**
- 4. Choose your preferred mode of payment and check the total amount due upon enrollment.**
- 5. Proceed with payment and send proof of payment to [finance.dept@mmsqc.ph](mailto:finance.dept@mmsqc.ph).**



# ENROLLMENT PROCEDURE FOR **S.Y. 2022-2023**

## FOR NEW STUDENTS/ TRANSFEREES

- 1. Submit requirements in the Admin. Office or at registrar.dept@mmsqc.ph (online submission of soft copy) and go to mmsqc-edu.ph to register online.**
- 2. Wait for feedback through email and follow instructions for virtual assessment including payment of assessment fee.**
- 3. Receive approval of online registration and assessment result via email.**
- 4. Encode the student's ID number and registered email address to open the student's account in the MMSQC website.**
- 5. Choose your preferred mode of payment and check the total amount due upon enrollment.**
- 6. Proceed with payment and send proof of payment to finance.dept@mmsqc.ph.**



# LIST OF REQUIREMENTS

## S.Y. 2022-2023

### FOR NEW STUDENTS/ TRANSFEREES

1. **Original and photocopy of PSA Birth Certificate**
2. **Certified True Copy of latest F138/ Report card (*signed by the Principal*)**
3. **3 pcs. 1x1 ID Picture (*with white background*)**
4. **Good Moral Certificate**
5. **Confidential/ Recommendation letter (*for Grades 4 to SHS students; request a copy from MMSQC*)**
6. **Original copy of F137/ Learner's Permanent Record (*once officially enrolled*)**
7. **ESC Certificate (*for ESC grantees applying for Grades 8 to 11*)**

### ADDITIONAL REQUIREMENTS FOR FOREIGN STUDENTS

1. **Photocopy of Passport reflecting applicants valid stay**
2. **Translated Copy of Certified School Records**
3. **Photocopy of Parent's Passport reflecting Stamped Visa**



# ENROLLMENT GUIDELINES FOR S.Y. 2022-2023

1. MMSQC's school fees for SY 2022-2023 - Online Delivery Program remains the same however, please take note that when we are allowed for face-to-face classes, our school fees will revert to their pre-pandemic rates. Thus, additional charges shall be reflected in your child's statement of account.
2. RESERVATION FEES ARE NOT ACCEPTED, ONLY PROOF OF PAYMENT FOR ENROLLMENT.
3. Books are not yet included in the mode of payment.
4. Only those who have sent or forwarded their proof of payment for the required school fees and have been issued an Official Receipt by our finance department shall be deemed ENROLLED STUDENTS for S.Y. 2022-2023.



# MODE OF LEARNING FOR **S.Y. 2022-2023**

1. Online learning will remain as our main mode of learning.
2. An upgraded version of Google Workspace for Education will be the school's main online platform.
3. Occasional onsite school campus activities and events with strict implementation of social distancing and safety protocols may be held for the High School level only as MMSQC recognizes the need for our students to have human interaction beyond virtual meetings. Depending on the current situation, alert level, approval of government agencies (DepEd, LGU), vaccination status and COVID test results; the school will plan one or two onsite meetings within the school year.

