

Quick Guide: Online Payment Facility in Parent Portal

For Debit and Credit Cardholders
of Visa and Mastercard

VISA





**SURPASSING
LIMITS** RIGHT HERE

**OPEN ADMISSION
FOR SENIOR HIGH SCHOOL
AND COLLEGE IS NOW ONGOING!**

Read the Guidelines for Admission and Enrollment.

[CLICK HERE](#)



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Step 1:
Go to MCL website to access the Parent Portal page.



Admissions ▾

Academic Programs ▾

Community ▾

Services ▾

One Malayan ▾

About Us ▾

Welcome to Parent Portal

Please Log In Here...

Email Address

Password

Login

Don't have an account yet? It's FREE, Sign Up Here.
Can't recall your password? Get a New Password Here.

How to Register

Parent Portal

Home

Announcements

August 05

MECQ Important Reminders for College Enrollment for the First Term of A.Y. 2020-2021

August 05

MECQ Important Reminders for Senior High School Enrollment for the First Semester of S.Y. 2020-2021

July 30

MCL holds CyberLounge: An Online Meeting Series for Parents

July 29

Point X Life

Step 2:
Provide e-mail address and password.



Welcome to Parent Portal

This online facility will provide you, parents of MCL students, with timely student information in order to stay fully involved with your child's records.

They may opt to view student's historical grades, current course load and schedule, unpaid charges and payment history.

How to Register

5 STEPS
to Register for
MCL's Parent Portal
Services:



Parent Portal

- Home
- Profile
- Student Grades
- Student Load & Schedule
- Bills & Payments**
- Unsettled Charges
- Payment History
- Log-out

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Step 3:
Click "Unsettled Charges".

Unsettled Charges

Student Number

Student Name

Program/Year Level

| SY-Term | Description | Date Charged | Reference Number | Amount | Select |
|----------|-------------|--------------|------------------|--------------|---|
| 2018 - 4 | PENALTY | 08/05/2020 | 641066 | 10.00 | <input type="checkbox"/> |
| 2018 - 4 | PENALTY | 07/07/2020 | 638348 | 10.00 | <input type="checkbox"/> |
| | | | | Total: 20.00 | <input type="button" value="Select All"/> |

Total Amount Payable:

****Note: You have to read the terms and conditions before you proceed with the payment.****

MCL e-CM (Terms and Conditions)

- Full assessments with outstanding balances beyond enrollment period is automatically converted to INSTALLMENT basis.
- For all off-term courses with only one section that starts with "T", the tuition fee for such courses shall be recomputed if the total number of enrolled students in said courses is below 15. If you are not amenable to this, please proceed to the Registrar's Office for a change in the course/s. If you fail to change the course/s during enrollment period, you are deemed to have accepted enrollment in said course/s and the recomputation of tuition fees in case the total number of students falls below 15.
- **REFUND POLICY** - The school follows the Refund Policy issued by CHED under Sec.100 of the 2008 MORPHE. Please refer to the Student's Handbook for details. Excess payments made during enrolment may be refunded or credited to the succeeding enrolment. Refunds must be requested. Applications for refund must be submitted to the Treasury Office starting the 3rd week after the start of classes.
- **PENALTY** - A penalty fee of 1% per month will be charged on all outstanding balances computed based on the number of months the account has been outstanding, starting from the time the term has ended up to the time the account has been paid.
- **REVISION OF COURSE LOAD** - A student desiring to revise his course load (adding or dropping of courses) must do so during the period immediately following enrollment as specified by the Registrar's Office. Course(s) dropped after this period shall be charged against the student concerned. Pertinent policies on co-requisites and pre-requisites shall be applied.
- **CANCELLATION OF ENROLLMENT** - Any Student desiring to discontinue his studies during the term should immediately notify the Registrar's Office in writing. Such discontinuance shall take effect only on the date of the receipt of the notice for the cancellation. Failure on the part of the student concerned to comply with this requirement shall constitute the forfeiture of this right to any refund. Please refer to the Student's Handbook for details.

I agree to the Terms and Conditions.

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Parent Portal

- Home
- Profile
- Student Grades
- Student Load & Schedule
- Bills & Payments
- Unsettled Charges
- Payment History
- Log-out

Step 4:

Read the Terms and Conditions and Click "I agree".

| SY-Term | Description | Date Charged | Reference Number | Amount | Select |
|----------|-------------|--------------|------------------|--------------|--------------------------|
| 2020 - 1 | PENALTY | 08/13/2020 | 698373 | 10.00 | <input type="checkbox"/> |
| | | | | Total: 10.00 | Select All |

Total Amount Payable:

Payment Option/s:



 **PayMaya** Checkout
FOR ALL TYPES OF DEBIT & CREDIT CARDS

Step 5:

Select the unsettled charges that you want to pay then click the RCBC Bankard logo.

MALAYAN COLLEGES LAGUNA INC. - A MAPUA SCHOOL

Please select payment method

Payment method

Payment method selection dropdown menu showing options: VISA and Mastercard.

- VISA
- Mastercard

CANCEL

CONTINUE

Your Order

Amount

₱ 10.00 PHP




This is a secure page which uses SSL/TLS (Secure Socket Layer/Transport Layer Security) to encrypt and securely transmit your payment data.

Step 6:

Select a payment method and click "Continue".

Please select payment method

Payment method

 Mastercard



Card Number

Cardholder Name

Expiration Month

Expiration Year

Card Code

CANCEL

CONTINUE

Your Order

Amount

₱ 10.00 PHP



This is a secure page which uses SSL/TLS (Secure Socket Layer/Transport Layer Security) to encrypt and securely transmit your payment data.

Step 7:

Provide the credit card details.



MasterCard.
SecureCode.

MasterCard SecureCode is now processing...

You may be required to verify your card to complete the payment process.



Point X lite

Step 8:
Page will be redirected to the card holder's bank portal.

Note: Depending on the issuing bank, payor may require to enter another security layer such as OTP or information verification.



Bankard Payment

Transaction successful.
Your reference number is 20200804163238000157.
Thank you.

Parent Portal

[Home](#)

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Step 9:
Once payment is successful, this notice will appear.