

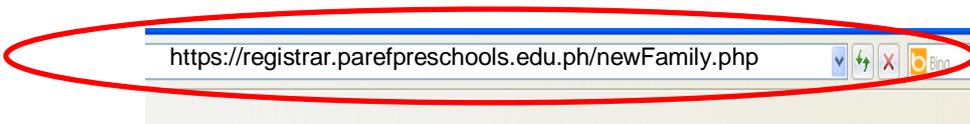


New Family Online Application User Guide

Please follow the steps below to use the new family online application in the online registration system.

STEP 1 - WEBSITE

1. Using your web browser, go to – <https://registrar.parefpreschools.edu.ph/newFamily.php>



STEP 2 –FAMILY INFORMATION FORM

1. Fill up the [Family Information Form](#) and click on the "**Submit**" button. Please ensure **completeness and accuracy** of your family information. The school will be using these in disseminating important and urgent school announcements.

Family Application for school year :

Highlighted fields in yellow are required fields.

FAMILY NAME:

FATHER'S PERSONAL INFORMATION

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Last Name	First Name	Middle Name	Suffix	Nickname
Deceased: No <input type="text"/>				
Occupation: <input type="text"/>		Position/Official Designation: <input type="text"/>		
Company: <input type="text"/>		Tel. No: <input type="text"/>	Fax No: <input type="text"/>	
Nature of Business: <input type="text"/>		Mobile No: <input type="text"/>	Email: <input type="text"/>	
Company Address: <input type="text"/>				
Birthdate: mm / dd / yyyy <input type="text"/>		Citizenship: Select One <input type="text"/>	Religion: Select One <input type="text"/>	
Interest/Hobbies: <input type="text"/>				
	Schools Attended		Degree Attained	
High School: <input type="text"/>	<input type="text"/>		<input type="text"/>	
College: <input type="text"/>	<input type="text"/>		<input type="text"/>	
Post Graduate: <input type="text"/>	<input type="text"/>		<input type="text"/>	
Professional Affiliations: <input type="text"/>	Name of Organization: <input type="text"/>		Positions Held: <input type="text"/>	

MOTHER'S PERSONAL INFORMATION

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Last Name (Maiden Name)	First Name	Middle Name	Nickname	
Deceased: No <input type="text"/>				
Occupation: <input type="text"/>		Position/Official Designation: <input type="text"/>		
Company: <input type="text"/>		Tel. No: <input type="text"/>	Fax No: <input type="text"/>	
Nature of Business: <input type="text"/>		Mobile No: <input type="text"/>	Email: <input type="text"/>	
Company Address: <input type="text"/>				
Birthdate: mm / dd / yyyy <input type="text"/>		Citizenship: Select One <input type="text"/>	Religion: Select One <input type="text"/>	

Interest/Hobbies:

	Schools Attended	Degree Attained
High School	<input type="text"/>	<input type="text"/>
College	<input type="text"/>	<input type="text"/>
Post Graduate	<input type="text"/>	<input type="text"/>
Professional Affiliations	Name of Organization <input type="text"/>	Positions Held <input type="text"/>

OTHER INFORMATION

ADDRESS:

No./Street: Village/Barangay: City: Province: Zip:

Tel. No:

Where to mail school Communication: Home

Marriage: Date of Marriage: mm / dd / yyyy

State which Church:

Do all members of the family live together? Yes

Does the job of father or mother necessitate either parent being away from home for longer than one week per month?
Yes

If yes, state details:

Have you attended the Educhild course? Yes

If yes, give place/date attended:

How did you first come to know about preschool?

What made you apply your child/ren for admission in preschool?

- Doctrinal and Character Formation
- Academic Reputation of the School
- Proximity to present residence
- Friendship With Other Parents

REFERENCES: If you know any PAREF parents or any persons familiar with the PAREF system, Kindly write their names below.

1.)

2.)

3.)

Please be advised that your child's application could be turned down if complete and accurate information is not provided. The school may permanently drop the student after enrollment should there be any misrepresentations on this form. Southridge reserves the right to determine the placement of the applicant in the grade or year level deemed most appropriate for his academic proficiency and background.

I agree that the information I have disclosed on this form are true and correct.



STEP 3 – CHECK EMAIL

1. Check your email for the **username and password**. If the mail does not appear in your inbox, please check your **spam** folder and mark it as not spam.

STEP 4 – LOGIN

1. Enter your **username and password** in the text fields and click on the **"Log in"** button below the text fields.



STEP 5 – ADD STUDENT

1. Click on the "Add Student" link and fill up the forms.



Family Information



Password



New Student Application Form



2. Select PAREF school and fill up the form.

Student Application Information

Select PAREF School :

School Year :

Student Name :

Date of Birth : Age : Place of Birth :

Date of Baptismal : Place of Baptismal :

Citizenship : Religion :

Bus Rider : Yes No

Handedness : Left Right

Guardian :

Name :

Address : Company : Designation :

Office No. : Mobile No. : Tel. No. :

Admission Requirements

NO / PRIORITY	REQUIREMENTS	STATUS	VIEW	UPLOAD FILE
1	Marriage contract of Parents	Not Submitted	<input type="button" value="Choose File"/>	No file chosen
2	Birth certificate of th student applicant	Not Submitted	<input type="button" value="Choose File"/>	No file chosen

Level* :

- Upload requirements, select the level of your child and click on the **“Submit”** button once you are finish.

Student Application Information

Select PAREF School :

Family : **Mangurali, Joel / Jaquelyn** (Family Application Information)

School Year of Entry :

ID. No. :

LRN : (Learner Reference Number)

StudentName :

Last Name First Name Middle Name Middle Initial Suffix Nickname

Date of Birth : dd/mm/yyyy Age : Place of Birth :

Date of Baptismal : dd/mm/yyyy Place of Baptismal :

Citizenship : Religion :

Bus Rider : Yes No

Handedness : Left Right

Guardian :

Name :

Address : Company : Designation :

Office No. : Mobile No. : Tel. No. :

Admission Requirements

NO / PRIORITY	REQUIREMENTS	STATUS	VIEW	UPLOAD FILE
1	Marriage contract of Parents	Not Submitted	<input type="text"/>	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>
2	Birth certificate of th student applicant	Not Submitted	<input type="text"/>	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>

Level*:

NOTE: Your child’s name will only appear in the home page once your application is accepted by the registrar.

STEP 6 – LOGOUT.