

STEP 1

Log in to <https://online.dwc-legazpi.edu>



480 2148 / 480 3108



09103718602



www.dwc-legazpi.edu



@dwclegazpisvd

STEP 2

If you're a new student, click New Applicant and Transferee,
or if you're an old student, click Old Student



Sign in

using your DWCL account.

Username

Password

Login

Old Student

for old students and new students with DWCL sibling

New Applicant and Transferee

for new students without DWCL sibling

Forgot Password

STEP 3

Click the department you're going to enroll. (College)



Choose what best describes you.

College Student

Parent/Guardian

DIVINE WORD COLLEGE OF LEGAZPI
1200 DE LA ROSA

STEP 4 Fill out information below.



DWCL Online

Please provide the following information.

What is your name?

First Name	Last Name
------------	-----------

When is your birthday?

	31
--	----

What program are you applying for?

-- Select --	▼
--------------	---

Next

1. Fill out all the needed information. ENSURE that all inputted data are accurate. Click NEXT

Complete other information.



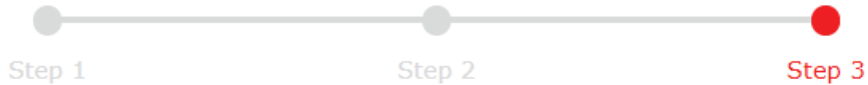
What is your preferred username?

What is your email address?

What is your mobile number?

Next

Click "Next" and wait for an email or SMS for the verification code.



Create a password

Confirm your pssword

Code

The Verification CODE has been sent to your nominated email address. If you do not receive the code after five minutes, please click [Resend Code](#).

☐ I have read and agree to the **Data Privary Terms of Divine Word College of Legazpi**.

Next

Tick this box to view Data Privacy Policy of Divine Word College of Legazpi. then click next

Create your own password.
(minimum of 8 characters)

Encode the Verification code sent through your provided mobile or email address.

STEP 5

Please click "**here**" to log in to complete your application



Congratulations!

Please click [here](#) to log in to complete your application.



DIVINE WORD COLLEGE OF LEGAZPI
1320 DE MAR



Sign in

using your DWCL account.

Username

Password

Login



Old Student

for old students and new students with DWCL siblings

New Applicant and Transferee

for new students without DWCL siblings

Forgot Password

**Type your created
Username **and** Password,
Click LOGIN**

STEP 6

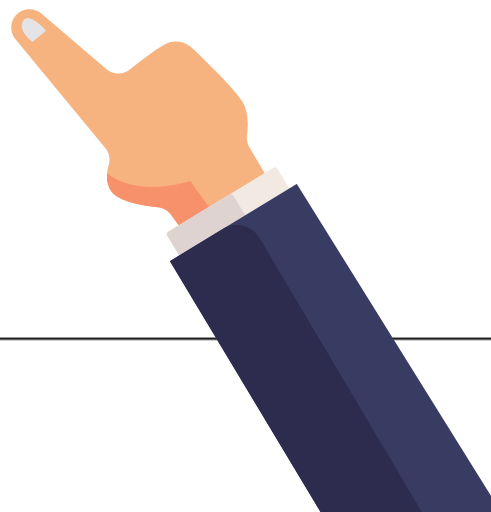
Click the student's name to proceed.



NATAD, Cris Realubit

1 BSHM

Oct 06, 2000



DIVINE WORD COLLEGE OF LEGAZPI
1230 W. ROAD

NO
LEFT TURN

STEP 7

STUDENT'S PERSONAL INFORMATION (Applicable for New Students' only)



REALUBIT, Raymond
Incoming: 1 BSIT
Mar 07, 1994
[View other children v](#)

Dashboard

My Profile

Enrollment

Inbox

First Name*

raymond

Middle Name* Leave blank if no middle name

molo

Last Name*

realubit

Qualifier/Suffix Jr., Sr., III, etc... n/a if not applicable

Birthdate*

03/07/1994

Sex*

Male

Incoming*

BSIT - Bachelor of Science in Infor

Citizenship

Filipino

Religion

Roman Catholic

Save

Name of School last attended*

Divine Word College of Legazpi

Address of School*

Rizal Avenue, Old Albay District, Lega:

☐ Transferee NOTE: Tick if you are a transferee.

Original Form 138 (Freshmen Students Only)

Certificate of Good Moral Character

NSO/PSA Birth Certificate

Medical Certificate for Nursing Students

Marriage Certificate for Married Applicant

2 x 2 Colored Picture w/ White Background

Additional Requirements Foreign Students

A photocopy of the Alien Certificate of Registration (ACR)

Passport, Visa

CHED & Bureau of Immigration approved Permit to Study

Additional Requirements for Transferees

Original Certificate of Transfer Credentials/Honorable Dismissal

An Official Transcript of Records or Credential lists of subjects taken

NOTE: For those who enroll online, original copy of the required documents must be submitted at the College Registrar's Office inside a transparent envelope on or before January 31, 2022.
You may also send it thru courier on this address:
The Registrar
Divine Word College of Legazpi
Cor JP Rizal Fr. J.L. Bates Sts.
Legazpi City

Please take our survey by clicking



Mental Health

1. Fill out the Personal Information completely and upload your valid admission credentials.

2. ENSURE that all inputted data are accurate

3. Do not skip the Mental Health Survey in order to proceed.

4. Click Save

You will receive an update on the status of your application.



REALUBIT, Raymond Molo
Incoming: 1 BSIT
Mar 07, 1994
[View other children v](#)

DashboardMy ProfileEnrollmentInbox

First Name*

raymond

Middle Name*

molo

Last Name*

realubit

Qualifier/Suffix Jr., Sr., III, etc..

Birthdate*

03/07/1994

Sex*

Male

Incoming*

BSIT - Bachelor of Science in Infor

Citizenship

Filipino

Religion

Roman Catholic

Save

Name of School last attended*

Divine Word College of Legazpi

Address of School*

Rizal Avenue, Old Albay District, Lega

☐ Transferee **NOTE: Tick if you are a transferee.**

 Original Form 138 (Freshmen Students Only)

 Certificate of Good Moral Character

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 Medical Certificate for Nursing Students

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 Passport, Visa

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Additional Requirements for Transferees

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 An Official Transcript of Records or Credential lists of subjects taken

NOTE: For those who enroll online, original copy of the required documents must be submitted at the College Registrar's Office inside a transparent envelope on or before August 7, 2020.
You may also send it thru courier on this address:
The Registrar
Divine Word College of Legazpi
Cor JP Rizal Fr. J.L. Bates Sts.
Legazpi City

Message

DWCL will communicate with you. Stay safe!

Ok

Please take our survey by clicking



Mental Health

NOTE: Once you receive a text message, kindly proceed to Step 8.

STEP 8

Click the "Financial Information" to view "Payment Options".



Financial Information

Dashboard Account Summary Payment Options Attachments

Modes of Payment

Payments can be made through:

I OVER-THE COUNTER at the Cashier

Morning: 8:00 to 12:00
Afternoon: 1:00 to 5:00

Other Modes of Payment

II Deposit/Send-Money Transaction through Mobile Banking or e-money apps: [PayMaya](#), [Gcash](#), [InstaPay](#) or [Palawan](#) (using "Padala To Bank Account Form")

DWCL

BPI

BDO

PESO Account
Bank of the Philippine Islands (BPI)
Account Name **DIVINE WORD COLLEGE OF LEGAZPI, INC**
Account Number **0841-0318-14**

DOLLAR Account
Bank of the Philippine Island (BPI)
Account Name **DIVINE WORD COLLEGE OF LEGAZPI, INC**
Account Number **0844-0032-34**
Swift Code **B0PIPHMM**
Routing Number **005873**

VERY IMPORTANT: For us to validate your Payment transaction/s:

Send us scanned copy or screen shot/validated deposit slip to:
payments.cashier@dwc-legazpi.edu
Please use this format:

Subject :Payment for (tuition, books, TOR, etc...)
Name :(full name of enrolled student)
ID Number : ex.05241_____



NATAD, Cris Realubit
raymond.realubit@gmail.com
Father

Dashboard
Family Profile
Financial Information
Contact Us

Sign Out

₱3,000.00 minimum amount required for enrollment.

NOTE: A soft copy of your official receipt will be sent to your email. Once received, proceed to **STEP 9**

STEP 9

Click **PROSPECTUS TAB** and select the **Catalog No. of the subjects to enroll**



NATAD, Cris Realubit

1 BSHM

Oct 06, 2000

[View other children v](#)

Note: The Dean will approve your assigned subjects.

Dashboard

My Profile

Grades

Prospectus

Advisement

Inbox

NOTE: COLOR OF SUBJECTS HAVE DIFFERENT MEANING

BLUE SUBJECTS OFFERED FOR THIS SEM

PINK SUBJECTS NOT AVAILABLE

BLACK SUBJECTS ALREADY TAKEN FOR THIS SEM OR PREVIOUS SEMESTER

First Year

First Semester

Catalog No	Descriptive Title	Units
GE 01	UNDERSTANDING THE SELF	3.0
GE 02	READINGS IN PHILIPPINE HISTORY w/ PHIL CONST. & AGRARIAN REFORM	3.0
HC 1	MACRO PERSPECTIVE OF TOURISM & HOSPITALITY	3.0
HC 2	RISK MANAGEMENT AS APPLIED TO SAFETY SECURITY & SANITATION	3.0
NSTP 1	ROTC 1 / CWTS 1 / LTS 1	3.0
PE 01	MOVEMENT ENHANCEMENT	2.0
REL ED 01E	CREED	-3.0
Total Units		14.0

Second Semester

Catalog No	Descriptive Title	Units
GE 03	THE CONTEMPORARY WORLD WITH FAMILY PLANNING & POP. EDUC.	3.0
GE 04	MATHEMATICS IN THE MODERN WORLD	3.0
GE 05	PURPOSIVE COMMUNICATION	3.0
HC 3	MICRO PERSPECTIVE OF TOURISM & HOSPITALITY	3.0
HPC 1	KITCHEN ESSENTIALS & BASIC FOOD PREPARATION (2/1)	3.0
HPC 2	FUNDAMENTALS IN FOOD SERVICE OPERATIONS (2/1)	3.0
NSTP 2	ROTC 2 / CWTS 2 / LTS 2	3.0
PE 02	FITNESS EXERCISES	2.0
REL ED 02E	SACRAMENTS & COMMANDMENTS	-3.0
Total Units		20.0

Second Year

First Semester

Catalog No	Descriptive Title	Units
GE 06	ART APPRECIATION	3.0
GE ELEC 12	ENVIRONMENTAL SCIENCE	3.0
GE ELEC 13	PHILIPPINE POPULAR CULTURE	3.0
HC 4	QUALITY SERVICE MGT IN TOURISM & HOSPITALITY	3.0
HM ELEC 01	BREAD & PASTRY (1/2)	3.0
HPC 3	FUNDAMENTALS IN LODGING OPERATIONS (2/1)	3.0
HPC 4	APPLIED BUSINESS TOOLS & TECHNOLOGIES (2/1)	3.0
PE 03	PHYSICAL ACTIVITIES TOWARDS HEALTH & FITNESS 1	2.0
REL ED 03E	BIBLE	-3.0
Total Units		20.0

Second Semester

Catalog No	Descriptive Title	Units
BME 1	STRATEGIC PLANNING IN TOURISM MANAGEMENT	3.0
GE 07	SCIENCE, TECHNOLOGY AND SOCIETY	3.0
GE 08	ETHICS WITH TAXATION	3.0
GE ELEC 14	ENTREPRENEURIAL MIND	3.0
HC 5	PHILIPPINE CULTURE & TOURISM GEOGRAPHY	3.0
HM ELEC 02	GARDE MANGER (1/2)	3.0
HPC 5	ERGONOMICS & FACILITIES PLANNING FOR HOSPITALITY INDUSTRY (2/1)	3.0
PE 04	PHYSICAL ACTIVITIES TOWARDS HEALTH & FITNESS 2	2.0
REL ED 04E	SVD SPIRITUALITY	-3.0
Total Units		20.0

Third Year

First Semester

Catalog No	Descriptive Title	Units
BME 2	OPERATION MANAGEMETN IN TOURISM HOTEL INDUSTRY	0.0
HC 6	TOURISM & HOSPITALITY MANAGEMENT	3.0
HM ELEC 03	ASIAN CUISINE (1/2)	3.0
HM ELEC	ROOM DIVISION COST	

Second Semester

Catalog No	Descriptive Title	Units
HC 7	MULTICULTURAL DIVERSITY IN WORKPLACE FOR TOURISM PROFESSIONALS	3.0
HC 8	LEGAL ASPECTS IN TOURISM & HOSPITALITY	3.0
HC 9	ENTREPRENEURSHIP IN TOURISM & HOSPITALITY	3.0



1 BSHM

[View other children v](#)

Inbox

Catalog No	Descriptive Title	Units	Advisor	Status
GE 01	UNDERSTANDING THE SELF	3.0		Approved
GE 02	READINGS IN PHILIPPINE HISTORY w/ PHIL CONST. & AGRARIAN REFORM	3.0		Approved
GE 03	THE CONTEMPORARY WORLD WITH FAMILY PLANNING & POP. EDUC.	3.0		For Approval
HC 1	MACRO PERSPECTIVE OF TOURISM & HOSPITALITY	3.0		Approved
HC 2	RISK MANAGEMENT AS APPLIED TO SAFETY SECURITY & SANITATION	3.0		Approved
NSTP 1	ROTC 1 / CWTS 1 / LTS 1	3.0		For Approval
PE 01	MOVEMENT ENHANCEMENT	2.0		Approved
REL ED 01E	CREED	(3.0)		Approved

Approved					
Catalog No	Descriptive Title	Units	Section	Schedule	Teacher
GE 01	UNDERSTANDING THE SELF	3.0	E	09:00-10:30 MT	
GE 02	READINGS IN PHILIPPINE HISTORY w/ PHIL CONST. & AGRARIAN REFORM	3.0	E	09:00-10:30 MT	
HC 1	MACRO PERSPECTIVE OF TOURISM & HOSPITALITY	3.0	E	09:00-10:30 MT	
HC 2	RISK MANAGEMENT AS APPLIED TO SAFETY SECURITY & SANITATION	3.0	E	09:00-10:30 MT	
PE 01	MOVEMENT ENHANCEMENT	2.0	E	09:00-10:30 MT	
REL ED 01E	CREED	(3.0)	E	09:00-10:30 MT	

STEP 10 MEDICAL / DENTAL

Visit this facebook page: Divine Word College of Legazpi Health Services

If you have any difficulty regarding online enrollment system, please communicate through this facebook page: **DWCL Information & Communications Technology Center**



Contact Us



[Dashboard](#)

[Contact Us](#)

For questions or concerns, please email the relevant department:

Academic Concerns:
Enrollment Concerns
(include new students/applicants):
Accounting Concerns:
Payment Concerns:

principal@dwc-legazpi.edu
principal@dwc-legazpi.edu
accounting@dwc-legazpi.edu
inquiries.cashier@dwc-legazpi.edu