

University of Southeastern Philippines

Frequently Asked Questions (FAQs) on Online Payment

How do we check if we still have balances from prior semesters to settle?

For paying undergraduate and graduate students, accumulated balances may be viewed in the *Student Portal*.

To whom will we inquire on the details (such as old accounts or breakdown)?

Details and breakdown of accounts may be inquired from the Student Accounts of the Finance Division of the University.

You may reach us via the following contact details:

OBRERO CAMPUS		
Telephone Number	(082) 227-8192 local 236-238	
Mobile Number		
Smart	0939-889-5917	
Globe	0977-249-0491	
Email Address	payment@usep.edu.ph	
MINTAL CAMPUS		
Telephone Number	(082) 227-8192 local 412	
Mobile Number		
Smart	0947-579-3929	
Globe	0995-614-4337	
Email Address	payment@usep.edu.ph	

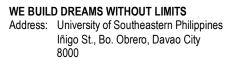


TAGUM CAMPUS		
Telephone Number	(082) 227-8192 local 501 or 517	
Mobile Number		
Smart	0947-5474-085	
Globe	0956-2011-447	
Email Address	payment.tagummabini@usep.edu.ph	
	MABINI CAMPUS	
Telephone Number	(082) 227-8192 local 501 or 517	
Mobile Number		
Smart	0961-7109-854	
Globe	0956-7150-480	
Email Address	payment.tagummabini@usep.edu.ph	
	BISLIG CAMPUS	
Telephone Number		
Mobile Number	•	
Smart	0951-249-3719	
Globe	0905-607-8300	
Email Address	bislig_accounting@usep.edu.ph	

What are our payment options?

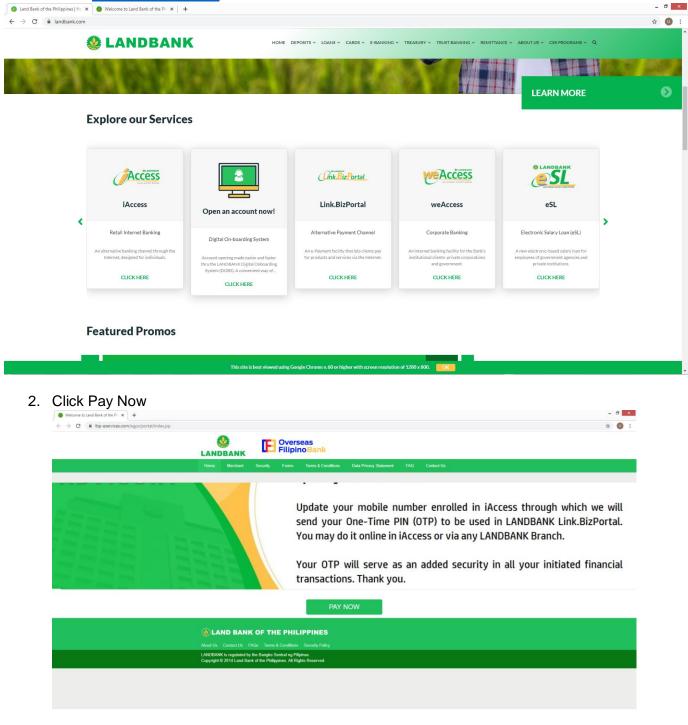
Through Land Bank LinkBiz Portal

For clients with LBP iAccess accounts, you may utilize the e-Payment facility of Land Bank of the Philippines, Link.BizPortal





1. Go to <u>www.landbank.com</u> and click Landbank Link.BizPortal.





3. Enter UNIVERSITY OF SOUTHEASTERN PHILIPPINES on the box or search it on the Merchant list below.

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	Home > Merchants ePayment Merch	ants			
	ESELECT MERCH Please select a merchant for Type a merchant name on the b UNIVERSITY OF SOUTHEASTER CONTINUE >	or your payment	iow then click a merchant		
	% Merchant List Click a letter to find a Merchant All A B C D E F G ABUCAY MULTIPURPOSE CO		i O P Q R S T I	JVWXZ	
	ACELINA SCHOOL INC. ACHIEVERS ONE TRAINING A ADVENTIST UNIVERSITY OF		ENTER, INC.		
	AIR21 GLOBAL INC. ALCALA WATER DISTRICT ALLIED CARE EXPERTS (ACE) MEDICAL CENTER -	BAYPOINTE INC.		
	AMT METAL SERVICES	VISION NETWORK INC			

4. Select transaction type and the campus you are transacting with.

Tuition fees are those fees reflected on your statement of account.

Service fees are fees not reflected in your statement of account and charged to clients for requests such as, but not limited to, admission fees, comprehensive examination fees or issuance of documents/credentials for example transcript of records, honorable dismissal and certification.

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Home > Merchant				
	SITY OF SOU	THEASTE	RN PHILIPPINE	SUS
• Please select	a transaction you	wish to pay		
SERVICE FEE BIS		-		
	BRERO AND MINTAL			
SERVICE FEE T/ TUITION FEE BIS				
	RERO AND MINTAL GUM MABINI			



WE BUILD DREAMS WITHOUT LIMITS Address: University of Southeastern Philippines Iñigo St., Bo. Obrero, Davao City 8000

5. Fill out the transaction details.

For NOTE FIELD, kindly indicate the specific transaction you are paying. For example, tuition fee 2nd Sem 2019-2020, Transcript of Records, Certificate of Good Moral, Re-issuance of Diploma, Admission Fee, Examination Fee.

Select LANDBANK/OFBank ATM Card as payment mode.

UNIVERSITY OF SOUTHEASTERN PHILIPPINES USEP TUITION FEE OBRERO AND MINTAL		
Fields with * (asterisk) are requ	Jired Imandatory.	
Payment Details		
AMOUNT :*	Amount to pay	
	Required. Invalid Amount.	
ID NUMBER : *	ID NUMBER	
	Required.	
	150 characters only.	
NAME OF STUDENT : *	NAME OF STUDENT	
	Repired.	
	100 characters only.	
COURSE : *	COURSE	
YEAR LEVEL : *	YEAR LEVEL	
CAMPUS :*	CAMPUS	
CONTACT NUMBER : *	CONTACT NUMBER	
EMAIL ADDRESS : *	EMAIL ADDRESS	
NOTE : *	NOTE	
Payment Mode: LANDBANK: OFBank Av LANDBANK: OFBank Account cococococo Cococococo Cococococo Cococococo Cococococo Cococococo Cococococo Cococococo Cococococo Cococococo Cocococococo Cocococococo Cocococococo Cococococococo Cococococococo Cocococococococococococococococococococ	kunge *	
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O Terms and Conditions		
i certify that I am at least 1	18 years old and have read,	
understood and agreed to the	Terms and Conditions .	
1 Please review payment details above before clicking Continue.		
	CONTRACT &	



Once payment has been successfully deposited or transferred, please email the Order Payment form (applicable only for transactions with the Registrar's Office) and proof of payment (i.e. a photo or scanned copy of the deposit slip or a screenshot of fund transfer confirmation) to the Campus Cashier. The respective email addresses of the Cashiers in the campuses are the following:

CAMPUS	EMAIL ADDRESS
Obrero	payment@usep.edu.ph
Mintal	payment@usep.edu.ph
Tagum	payment.tagummabini@usep.edu.ph
Mabini	payment.tagummabini@usep.edu.ph
Bislig	bislig_accounting@usep.edu.ph

In your email, please use any of the following as "Subject" based on your transaction:

- Payment for Outstanding Balance OR
- USeP Tuition fee OR
- Issuance of documents/Credentials.

In the email's body, please provide the following information:

- a.) ID number (if applicable);
- b.) Complete name;
- c.) Program/college/unit; and
- d.) Total amount paid.

