



Saint Theresa's College of Quezon City

116 D. Tuazon Avenue, Brgy. Lourdes, Quezon City, Philippines 1114

Forming Women Leaders of Character and Substance



March 15, 2024

Dear Parents and Students:

Greetings of peace and well-being!

As the school year comes to an end, we look forward to working on our plans and programs for the coming academic year 2024-2025 with much optimism and joy.

We would like to inform you of the following:

1. Distribution of the Progress Report Card for **Grade School will be on April 29** and for **Grades 7 to 11 will be on April 30, 2024**. Report Cards will be given to students who have settled their tuition and other fees in full. To avoid any inconvenience, please check your daughter's Orange Apps portal account to view the latest Statement of Account. Please allow **3 to 5 banking days to verify online payments**. On-site cash payment to our cashier will be credited immediately to your daughter's account.
2. To **enlist for the school year 2024-2025**, you may visit the website (www.stcqc.edu.ph) and click OLD STUDENT under the STCQC Portal. Login to your account and click ENLISTMENT. **This must be done before proceeding with enrollment.**
3. Early online and on site enrollment is scheduled on **May 15 to 17, 2024**. Students who may avail of the early enrollment must **(a) successfully pass all subjects; (b) have been cleared of all course requirements; (c) are not required to attend push-up / summer classes; and (d) have been cleared of all financial obligations for the current school year.**
4. Regular enrollment is scheduled on **June 18 to 29, 2024** (including 2 Saturdays – June 22 and June 29) from **7:30 to 11:30 am** as follows. Books, supplies, and uniforms will be available during this time.

June 18 (Tuesday)	- Grades 11 and 12
June 19 (Wednesday)	- Grade 10
June 20 (Thursday)	- Grade 9
June 21 (Friday)	- Grade 8
June 22 (Saturday)	- Grade 7
June 24 (Monday)	- Grade 6
June 25 (Tuesday)	- Grade 5

June 26 (Wednesday) - Grade 4
June 27 (Thursday) - Grade 3
June 28 (Friday) - Grades 2 and Grade 1
June 29 (Saturday) - Kinder and Pre-Kinder

The latest tuition and school fees will be posted on our website as soon as it is available.

5. For the parents of in-coming **Grades 1, 7, and 11**, the acceptance of reservation will be until **April 22, 2024**. Just like in any other school, reservation fee is not refundable but may be deducted from the tuition once the student is enrolled.

Reservation fee are as follows:

In-coming Kinder - Php5,000.00
In-coming Grade 1 - Php5,000.00
In-coming Grade 7 - Php6,000.00
In-coming Grade 11 - Php7,000.00

Again, thank you for your kind cooperation and we look forward to our continued partnership in providing excellent education for your daughter/s.

Yours truly,

(SGD) Maria Veronica L. Almeda
Registrar

(SGD) Annalee T. Manalili
Treasurer

Noted by:

(SGD) Estrella Evelie G. Alcabedas
High School Principal

(SGD) Elizabeth D. Mendoza
Grade School Principal

Approved by:

(SGD) Maria Teresa C. Bayle, PhD
School Director