



Click your bank of choice.



E-mail your proof of payment to
cashier@jca.edu.ph with complete name of your child.



Metrobank



METROPOLITAN BANK & TRUST COMPANY (MBTC)

ONLINE BANKING TRANSACTIONS

1

Enroll MBTC Online Banking Account
[Metrobank Sign In / Sign up Link](#)

2

If it is your first time,
log in once account is activated

3

Click "Pay Bills" and "Register a New Biller"

4

Click the following:

- a. "School" in category field
- b. "Jubilee Christian Academy, Inc." in biller field.

5

Type the following:
Student ID # -> Subscriber Account Number field
and Reference Number field.
Contact number -> Phone Number field



METROPOLITAN BANK & TRUST COMPANY (MBTC)

ONLINE BANKING TRANSACTIONS

- a. Choose the account to debit
- b. Type the amount to be paid
- c. Click “**payment type**”

7

Take a screenshot of the Transaction Acknowledgement Page and send it to **cashier@jca.edu.ph**

You may print if you want to keep a copy of it.

9

6

- a. Click “**Continue**” and “**Pay Bills**”.
- b. Then, click “**Jubilee Christian Academy, Inc.**” as your new registered biller.

8

- a. Click “**Continue**”. Then Transaction Confirmation will appear.
- b. Click “**Confirm**”. Then, Transaction Acknowledgment Page will appear.

10

FOR ADDITIONAL CHILD

To pay for another child, click “Pay Another Bill” and repeat steps 4 to 9.



Metrobank

METROPOLITAN BANK & TRUST COMPANY (MBTC)

OVER-THE-COUNTER TRANSACTIONS

Fill in the following details on the payment slip
Company Name: **Jubilee Christian Academy**
Subscriber Name: **Student's Name**
Subscriber Number: **Student's ID Number**
Amount: **Amount to be paid**

2

Keep validated Payment Slip
for verification purposes

4

1

Go to any **MBTC** branch

3

Deposit payment over the counter.

5

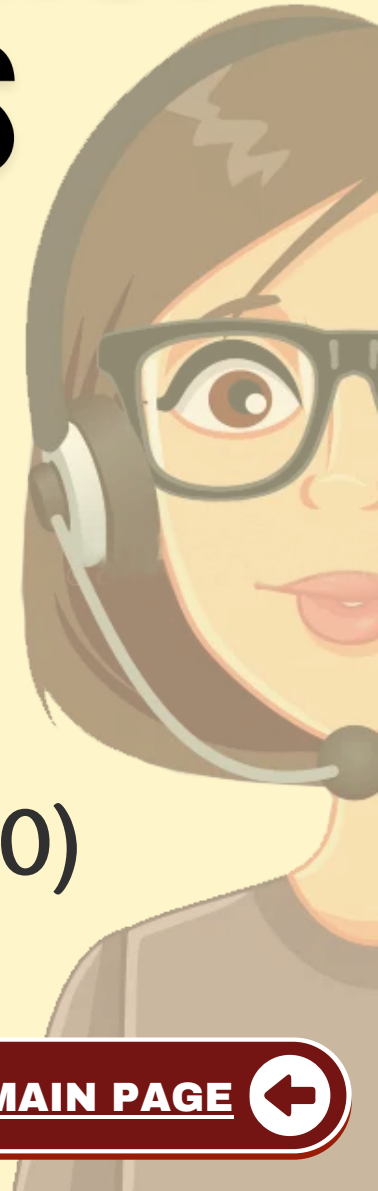
Take a photo and send it to
cashier@jca.edu.ph



Got Questions? CONTACT US

Contact Person: Mrs. Sharon Beriña

- Email: finance@jca.edu.ph
- Viber: 0956 409 1643
- Landline: (02) 8294 0843 (Local 200)



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SECURITY BANK

Account Name: **Jubilee Christian Academy, Inc.**

Account Number: **0000045614477**



SECURITY BANK CORPORATION (SBC)

ONLINE BANKING TRANSACTIONS

1 Log In to your Security Bank Online account
[Security Bank Link](#)

2 a. Select "Payments & Transfers" at the Menu Bar
b. Select "Pay Bills"

4 Select "Jubilee Christian Academy, Inc."
and add to my Favorites

3 a. Select "Make a payment to" option
b. Click "New Biller" if merchant is not yet added as part of your favorite.

5 Select "Jubilee Christian Academy"
from Product



SECURITY BANK CORPORATION (SBC)

ONLINE BANKING TRANSACTIONS

Type the amount and select the account number in "Pay Using"

7

Enter One - Time Password (OTP) sent to your mobile number. Then, click "Submit"

9

6

Type the **student's ID number** on the Subscriber Number/Card Number/TIN (no space / no dash, i.e. 25112)

8

Select *scheduling of payment and click "Submit"

- *Immediate: pay right away
- *Post-dated / Deferred: pay on another day
- *Recurring: scheduled daily / weekly/ monthly

10

ADDITIONAL CHILD

To register another child, repeat steps 4 to 9.

E-mail your proof of payment to cashier@jca.edu.ph with complete name of your child.



SECURITY BANK CORPORATION (SBC)

MOBILE APPLICATION

1

Download “Security Bank Mobile App”

Log In to your Security Bank Online account.

2

3

- a. In the “**From**” drop-down list, choose your account (Savings / Checking)
- b. In the “**To**” drop-down list, choose “**Jubilee Christian Academy Inc**”

In the “**Account**”, Type the **student’s ID #** on the Subscriber Number/Card Number/TIN (no space / no dash, i.e. 25112)

4

5

Type the Amount



SECURITY BANK CORPORATION (SBC)

MOBILE APPLICATION

Enter One - Time Password (OTP)
sent to your mobile number.

7

Select *scheduling of payment
and click **"Submit"**

6

- *Immediate: pay right away
- *Post-dated / Deferred: pay on another day
- *Recurring: scheduled daily / weekly/ monthly

- a. Type **"Jubilee Christian Academy Inc"**
in **"Favorite Name"**
b. Click **"Add to Favorites"**

8

SCREENSHOT AND EMAIL
Screenshot your Transaction
Acknowledgement page
and send it to **cashier@jca.edu.ph** with
complete name of your child.

9

Additional Child

Click **"Make Another Payment"**
to pay for another child.

10



SECURITY BANK CORPORATION (SBC)

OVER-THE-COUNTER TRANSACTIONS

- SBC Kiosk
- a. Select **“Pay Bills”**
 - b. Select **“Cash Management”**
 - c. Press the right button until you find **“Jubilee Christian Academy, Inc.”**
 - d. Select payment mode: cash, debit or check

2

- SBC Kiosk
- a. Press **“Confirm”** if the transactions details are correct.
 - b. Transaction Slip will be printed.
 - c. Wait for the teller to call your number.

4

1

- a. Go to any SBC branch
- b. Then, go to SBC Kiosk

3

SBC Kiosk

- a. Enter **Student ID#**
(no space/ no dash, i.e. 25112)
- b. Enter the **amount**. Press **Confirm**.
- c. For another transaction, **Repeat steps 2 & 3**

5

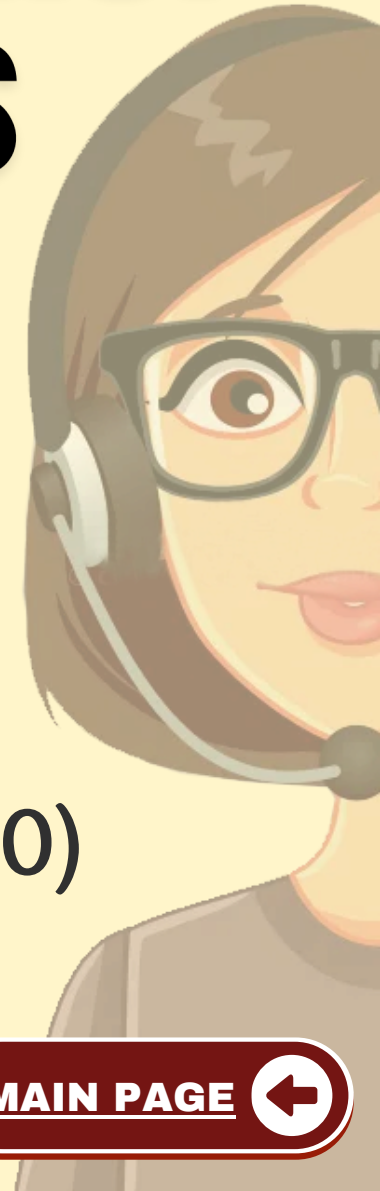
- Fill in the following details on the payment slip
- Subscriber Name: Student's Name
 - Subscriber Number: Student's ID Number
 - Contact Details
- Take a photo and send it to cashier@jca.edu.ph



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