

J.H. CERILLES STATE COLLEGE

Mati, San Miguel, Zamboanga del Sur



CollegeCloud User's Guide

ONLINE APPLICATION FOR COLLEGE ADMISSION

OFFICE OF THE ADMISSIONS

Online Application for College Admission Student's Guide

© J.H. Cerilles State College
National Highway, Mati
San Miguel, Zamboanga del Sur
Email mis@jhsc.edu.ph • Mobile 09484831089

Table of Contents

Creating a College Cloud Account	1
How to login the system?	2
Steps in Online Application for Admission	2-6

1. Creating a College Cloud Account

Open any browser and go to online.jhsc.edu.ph.

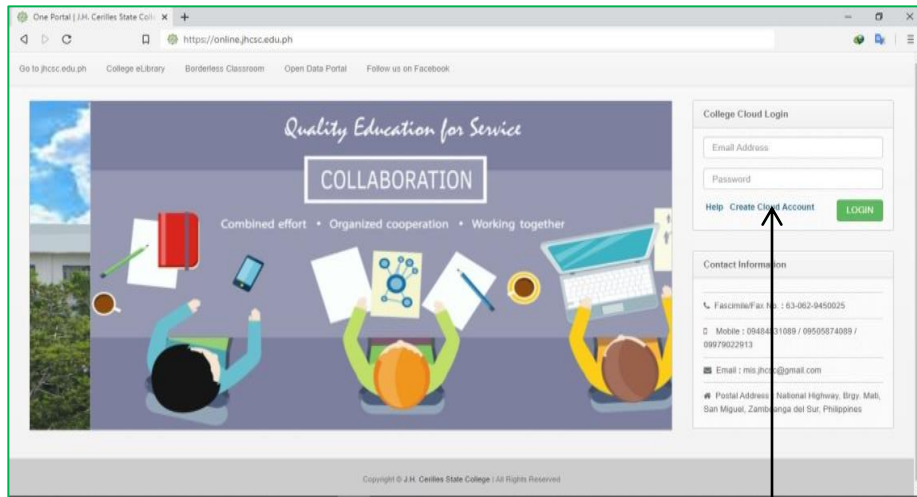


Figure 1: The College Cloud Main Interface View

On the right middle side of the portal, click the link Create Cloud Account.

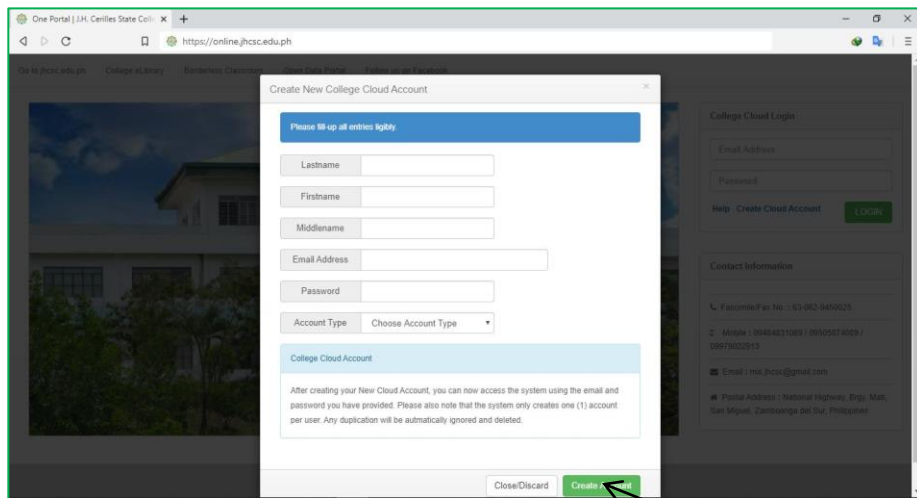


Figure 2: Create New College Cloud View

Fill-up properly the necessary information ask and click the button Create Account at the bottom of the create account dialog.

2. How to login the system?

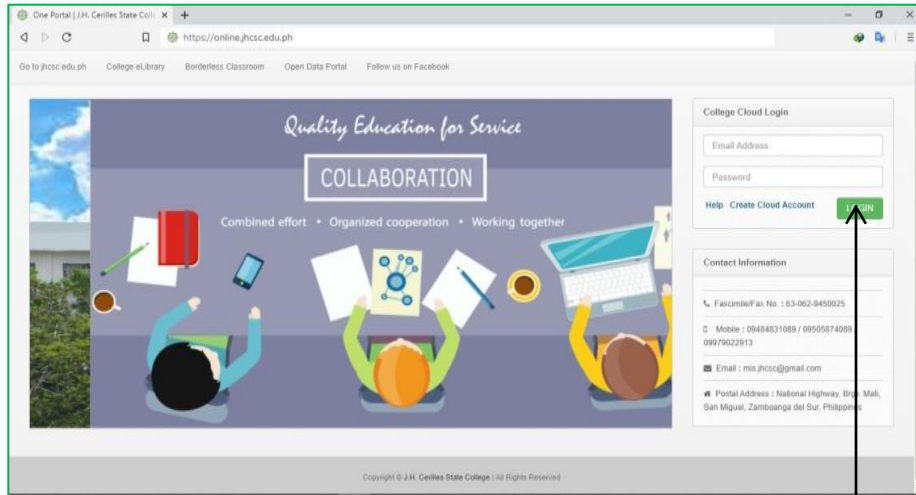


Figure 3: The College Cloud Login Screen

Provide the email and password you had created earlier then click the LOGIN button to continue.

3. Steps in Online Application for Admission

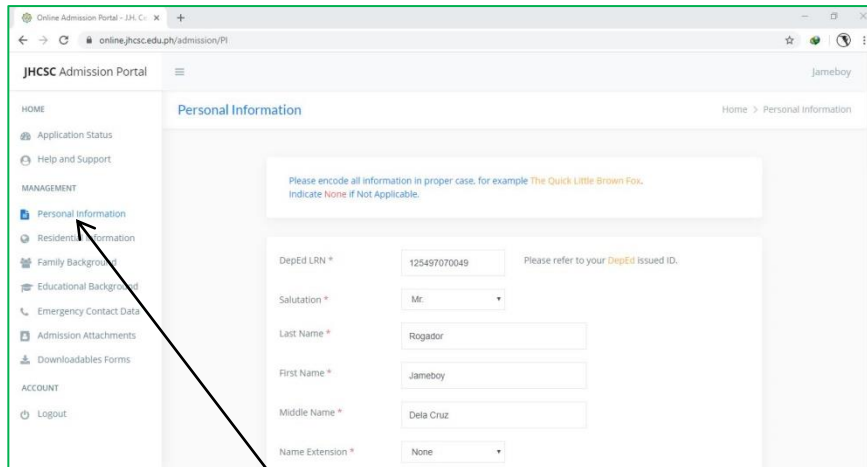
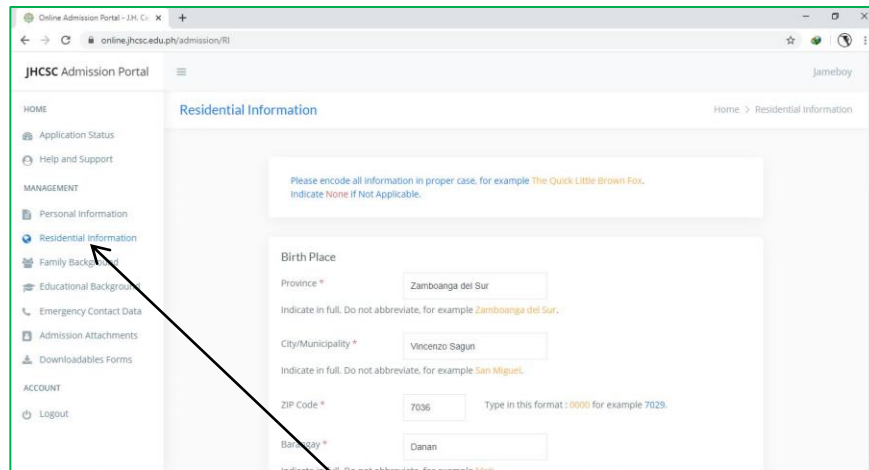


Figure 4: The College Cloud Student Admission Main Screen

3.1. Click the link Personal Information at the left side menu and fill-up the necessary information.

ONLINE APPLICATION FOR COLLEGE ADMISSION

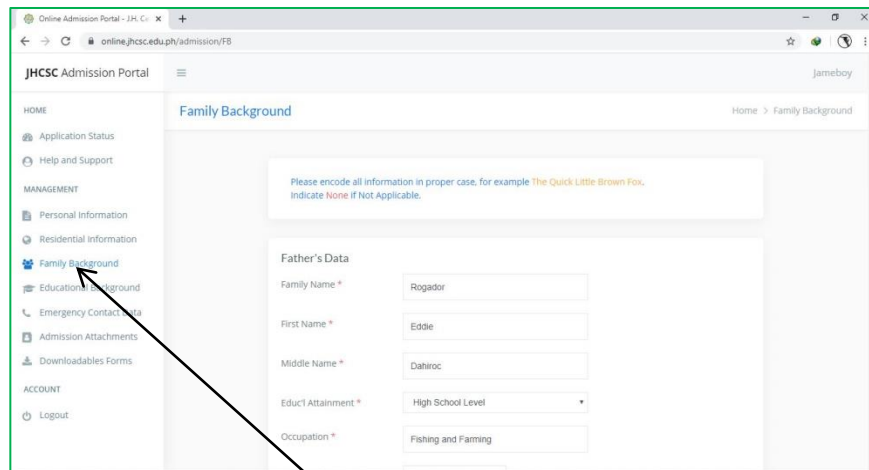


The screenshot shows the 'Residential Information' page in the JHSCS Admission Portal. The left sidebar menu has 'Residential Information' highlighted with a blue bar and an arrow pointing to it. The main content area contains a form with the following fields:

- Province: Zamboanga del Sur
- City/Municipality: Vincenzo Sagun
- ZIP Code: 7036
- Barangay: Danan

Instructions at the top of the form state: 'Please encode all information in proper case, for example The Quick Little Brown Fox. Indicate None if Not Applicable.'

3.2. Click the link Residential Information at the left side menu and fill-up the necessary information.



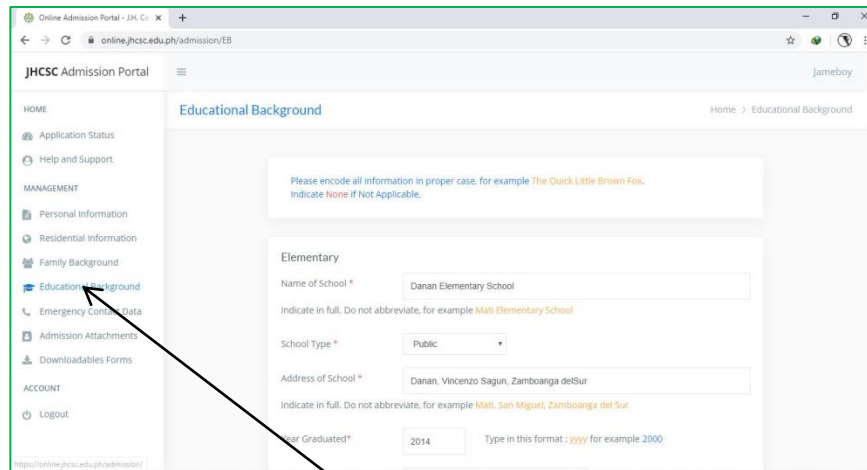
The screenshot shows the 'Family Background' page in the JHSCS Admission Portal. The left sidebar menu has 'Family Background' highlighted with a blue bar and an arrow pointing to it. The main content area contains a form with the following fields:

- Family Name: Rogador
- First Name: Eddie
- Middle Name: Dahiroc
- Educ'l Attainment: High School Level
- Occupation: Fishing and Farming

Instructions at the top of the form state: 'Please encode all information in proper case, for example The Quick Little Brown Fox. Indicate None if Not Applicable.'

3.3. Click the link Family Information at the left side menu and fill-up the necessary information.

ONLINE APPLICATION FOR COLLEGE ADMISSION

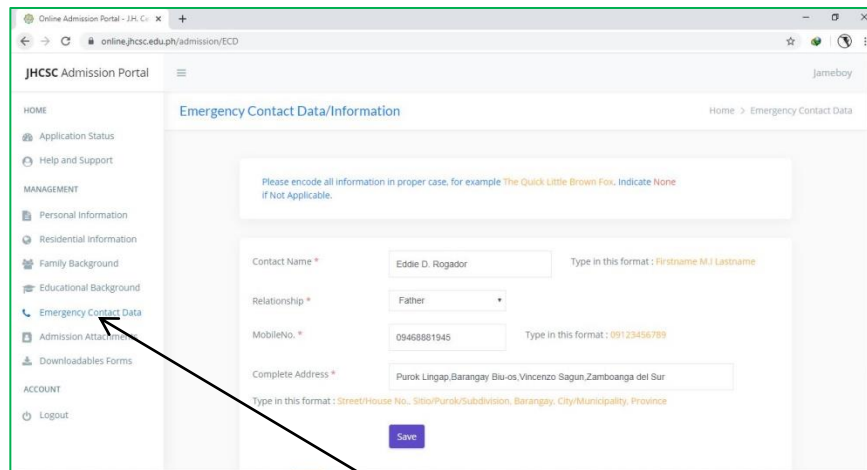


The screenshot shows the 'Educational Background' page in the JHSCS Admission Portal. The left sidebar menu has 'Educational Background' highlighted with a blue bar and an arrow pointing to it. The main content area contains a form with the following fields:

- Name of School ***: Danan Elementary School
- School Type ***: Public
- Address of School ***: Danan, Vincenzo Sagun, Zamboanga del Sur
- Year Graduated ***: 2014

Instructions at the top of the form state: 'Please encode all information in proper case, for example The Quick Little Brown Fox. Indicate None if Not Applicable.'

3.4. Click the link Educational Information at the left side menu and fill-up the necessary information.



The screenshot shows the 'Emergency Contact Data/Information' page in the JHSCS Admission Portal. The left sidebar menu has 'Emergency Contact Data' highlighted with a blue bar and an arrow pointing to it. The main content area contains a form with the following fields:

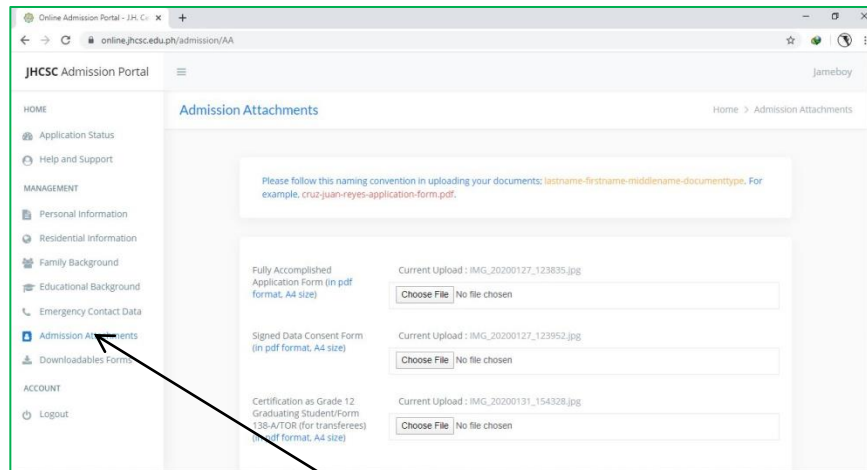
- Contact Name ***: Eddie D. Rogador
- Relationship ***: Father
- MobileNo. ***: 09468681945
- Complete Address ***: Purok Lingap, Barangay Blu-os, Vincenzo Sagun, Zamboanga del Sur

Instructions at the top of the form state: 'Please encode all information in proper case, for example The Quick Little Brown Fox, indicate None if Not Applicable.'

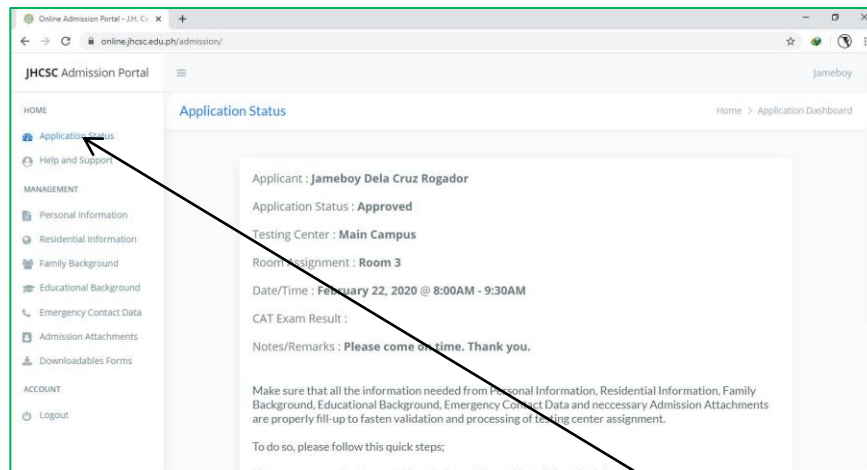
A 'Save' button is located at the bottom of the form.

3.5. Click the link Emergency Contact Data at the left side menu and fill-up the necessary information.

ONLINE APPLICATION FOR COLLEGE ADMISSION

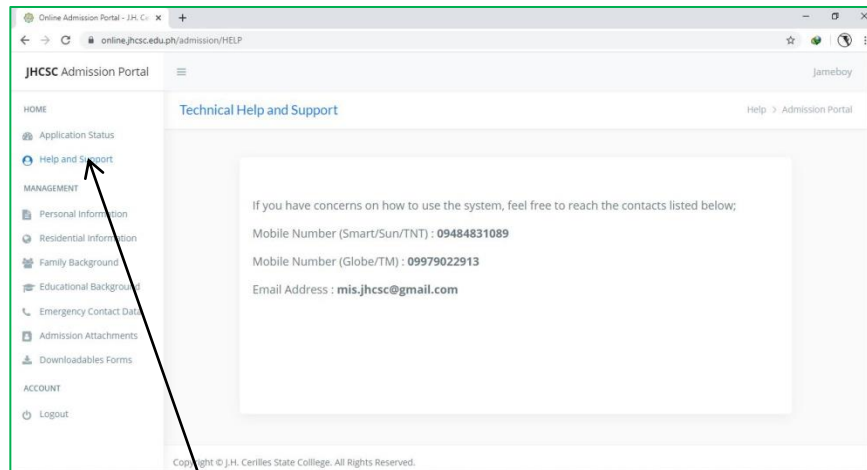


3.6. Click the link Admission Attachments at the left side menu and upload the necessary documents form admission in pdf format.



3.7. Monitor the progress of your admission at the Dashboard of your account.

ONLINE APPLICATION FOR COLLEGE ADMISSION



3.8. Click Help and Support link to contact technical support if assistance is required.