

The logo of the University of Baguio is a stylized blue outline of a building with a triangular roof and a double-lined base.

# University of Baguio Bills Pay

## Metrobank Online

(<https://onlinebanking.metrobank.com.ph>)

Log in to <https://onlinebanking.metrobank.com.ph>

Click **PAY BILLS** on your dashboard

- a. Enter the amount,
- b. Search and select biller : **UNIVERSITYOF BAGUIO**
- c. Required fields –  
Subscriber Number:      Name and ID Number  
**Reference Number:      OP CODE (see list)**  
**Notes:                      Telephone Number**

Review transaction details, then click **CONTINUE**

Enter your Metrobank passcode, then click **SUBMIT**

You're done!

*You will get notifications via email and SMS that you were able to pay your bill successfully. Take a screenshot or print these as proof of payment.*

Pay Bills

1 Enter Details — 2 Review and Confirm — 3 Done

For  
University of Baguio

STUDENT ID

OP CODE

STUDENT NAME

Using  
Select the source

NOW      LATER



## Metrobank Mobile app

(Download this in the Google Play Store or Apple App Store)

Open the Metrobank Mobile app and log in  
Tap the menu panel on the upper left screen and  
choose **MY BILLS**

Choose **PAY** under One-Time Payment

a. Search and select biller : **University of Baguio**

b. Required fields –

**Subscriber Number:**      **Name**

**Bill Reference Number:**    **ID Number and OP Code**

**Telephone Number:**      **Cellphone Number**

**Remarks:**

Select the source account for the payment

Review transaction details, then tap **SUBMIT**

Enter the One-Time Password (OTP),

then tap **SUBMIT**

You're done!

*You will get notifications via email and SMS that you were able to pay your bill successfully. Take a screenshot or print these as proof of payment.*

The screenshot shows the 'My Bills' section of the Metrobank Mobile app. At the top, there is a blue header with a hamburger menu icon and the text 'My Bills'. Below this is a 'Quick Pay Details' section with a back arrow icon in the top right corner. The biller is identified as 'University of Baguio' with a school icon and the label 'School'. The form contains the following fields: 'Subscriber Number \*', 'Bill Ref. Number', 'Telephone Number', and 'Amount (PHP) \*' with a subtext '(e.g. 100 or 100.01)'. A 'NEXT' button is located at the bottom right of the form.



## Any Metrobank branch nationwide

Go to any Metrobank branch

At the forms table, get a **PAYMENTS SLIP** and fill in the following information:

**Company Name: UNIVERSITY OF BAGUIO**

**Subscriber Name: Student's Name**

**Subscriber Number: ID Number (12 characters)**

**Reference Number: OP Code (see list)**

**Telephone Number: CP Number**

**Mode of Payment: Cash / Check / Debit account**

**Amount of Payment: Amount to be paid**

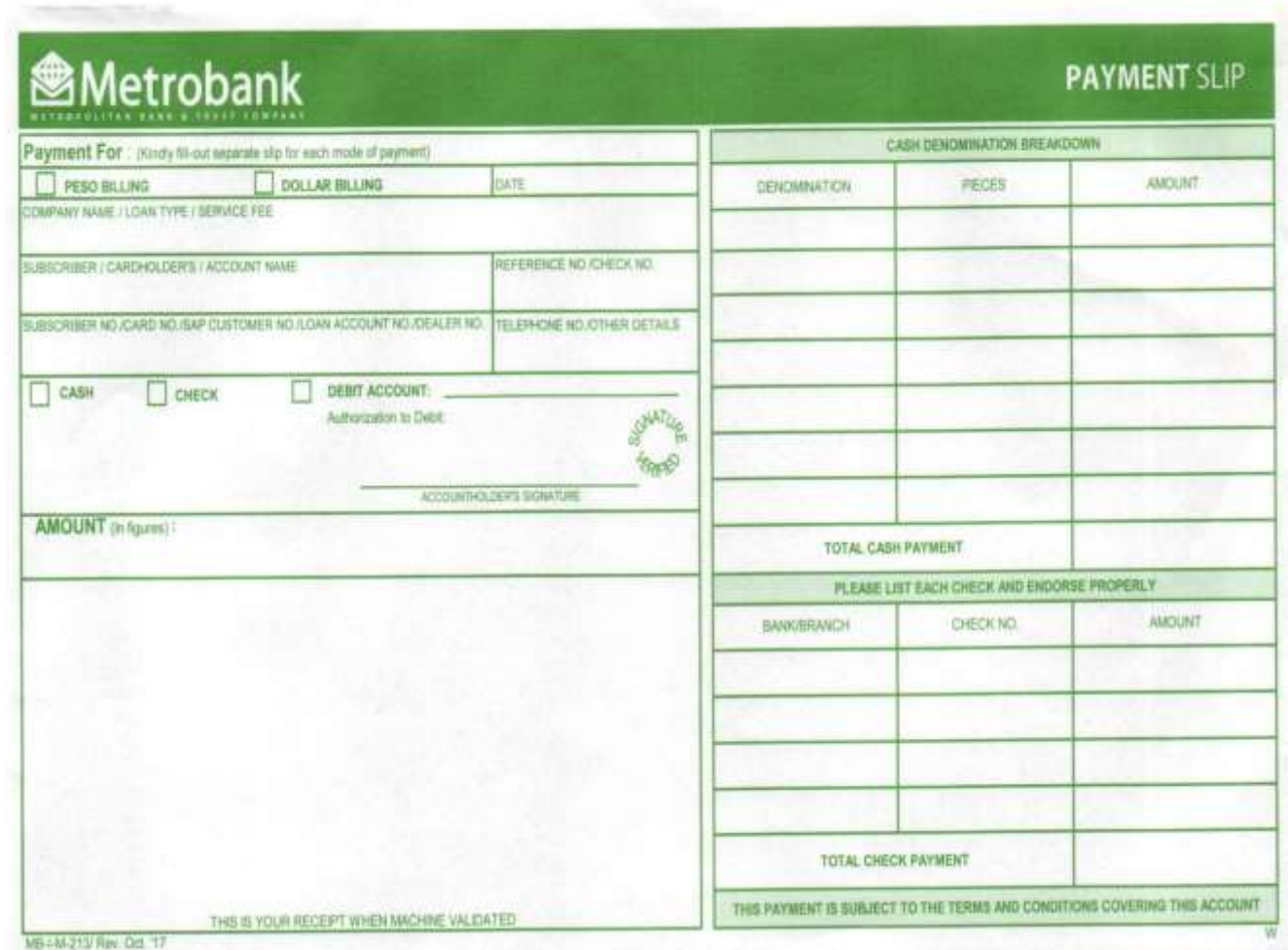
**Payment Breakdown: Cash or Check Payment**

Queue in the branch and wait for your number to be called

Present the accomplished payment slip and amount to be paid to the Metrobank teller

The Metrobank teller will process your transaction

You're done!



The image shows a Metrobank Payment Slip form. The form is divided into several sections. At the top left is the Metrobank logo and name. At the top right is the title "PAYMENT SLIP". The main body of the form is divided into two columns. The left column contains fields for "Payment For", "PESO BILLING", "DOLLAR BILLING", "DATE", "COMPANY NAME / LOAN TYPE / SERVICE FEE", "SUBSCRIBER / CARDHOLDER'S / ACCOUNT NAME", "REFERENCE NO./CHECK NO.", "SUBSCRIBER NO./CARD NO./BAP CUSTOMER NO./LOAN ACCOUNT NO./DEALER NO.", "TELEPHONE NO./OTHER DETAILS", "CASH", "CHECK", "DEBIT ACCOUNT", "Authorization to DEBIT", "ACCOUNTHOLDER'S SIGNATURE", and "AMOUNT (in figures)". The right column contains a "CASH DENOMINATION BREAKDOWN" table with columns for "DENOMINATION", "PIECES", and "AMOUNT", followed by a "TOTAL CASH PAYMENT" row. Below this is a "PLEASE LIST EACH CHECK AND ENDORSE PROPERLY" section with columns for "BANK/BRANCH", "CHECK NO.", and "AMOUNT", followed by a "TOTAL CHECK PAYMENT" row. At the bottom of the form, there is a note "THIS IS YOUR RECEIPT WHEN MACHINE VALIDATED" and a footer "MB-M-213/Rev. Oct. '17".



Please Choose OP Code for your payment

Fee Description	OPCode	Fee Description	OPCode	Fee Description	OPCode
ADMIN FEE	CF117	FAPE TEACHERS SUBSIDY	CF046	PTA FEE	CF095
ADMISSION FEE	CF018	FAPE TUITION FEE	CF045	REBATES	CF043
ADOBE CERTIFICATION	CF032	FEASIBILITY STUDY	CF024	REFUND OF EXCESS/UNUSED FUND	CF042
ADVANCES LOAN DEVICE	CF100	FITNESS GYM	CF004	REIMBURSEMENT	CF039
ALUMNI ID	CF051	FORM 137	CF085	RENTAL	CF054
AUTHENTICATION	CF008	FORM 138	CF115	RESERVATION FEE JUNIOR HIGH	CF127
BANQUET	CF079	FUNCTION FEES	CF011	RESERVATION FEE K-12 ELEM	CF093
BASIC ED GRADUATION FEE	CF047	GOOD MORAL	CF009	RESERVATION FEE K-12 SHS	CF059
CAPPING FEE	CF014	GRADUATION BALL SHS	CF091	RESERVATION FEE K-12 SSHS	CF058
CASH ADVANCE	CF102	GRADUATION EXPENSES	CF083	RESERVATION FEE SCI-HIGH	CF090
CCNA EXAMINATION FEE	CF124	GRADUATION FEE	CF084	RESERVATION FEE-COLLEGE	CF112
CERTIFICATE	CF027	IMMERSION CAMP	CF078	REVIEW FEE	CF037
CERTIFICATE OF COMPLETION	CF061	INTERNATIONAL TRAINEE NETWORK	CF092	SCIENCE HIGH SCHOOL - PTA	CF094
CISCO EXAMINATION	CF031	JSPROM	CF080	SCOUTING FUND	CF086
COMPREHENSIVE EXAMINATION	CF033	LAB BREAKAGE	CF022	SENIOR HIGH TRAINING FEE	CF089
CROSS ENROLLMENT FEE	CF123	LAB SUPPLIES-RESEARCH	CF088	SEP FEE	CF016
DIPLOMA FEE	CF006	LABORATORY-BOARD FEE	CF120	SHORT TERM - HOT N COLD KITCHEN AS	CF065
DONATIONS	CF041	MAKE-UP DUTY	CF035	SHORT TERM - JUNIOR CHEF	CF064
ED TOUR - ABCOMM	CF077	MALAYAN INSURANCE PROCEED	CF113	SHORT TERM- BAKING AND PASTRY ART	CF066
ED TOUR - GRAD SCHOOL	CF062	MANUALS	CF019	SOD BOARD EXAM FUND	CF118
ED TOUR - SCJPS	CF049	MEDICAL EXAM - OTHERS	CF044	SOD BOARD EXAM FUND	CF121
ED TOUR - SIHTM	CF052	MEDICAL EXAM - X-RAY	CF005	SPECIAL EXAMINATION FEE	CF029
EDITORIAL FEE	CF116	MISCELLANEOUS	CF050	STUDENT ID	CF007
ELAN	CF034	MUSIC LESSON/S	CF021	SUBSCRIPTION ON CAPITAL STOCK	CF053
EPC EXAMINATION	CF023	NCCA FUND	CF076	SURVIVAL CAMP	CF082
ETEEAP ADMIN FEE	CF074	NCIP - EAP GRANTEES TUITION FEE	CF010	SWIMMING LESSON	CF073
ETEEAP GRAD FEE	CF099	OMR PAPER	CF063	TECHNICAL FEE-RESEARCH	CF087
ETEEAP MISCELLANEOUS FEE	CF075	PANEL FEE	CF081	TESTING FEE	CF003
ETEEAP PROCESSING FEE	CF020	PEARSON VUE EXAM FEE	CF060	TOKENS	CF025
ETEEAP TUITION FEE	CF057	PHILNITS EXAMINATION	CF030	TOKENS	CF109
ETEEAP TUITION FEE	CF101	PHOTOSHOOT	CF015	TRANSCRIPT FEE	CF002
		PRACTICUM FEE	CF111	TRIBUTE FEE	CF056
				TUITION FEE	CF001
				UNIFORM	CF017
				YEARBOOK	CF013





# Meaningful Banking

Taking our promise of "You're in Good Hands" to the next level  
Metrobank seeks to move, change and grow together with our customers by providing the most relevant  
products and services that help fulfill their purpose and dreams.

