



SOUTH PHILIPPINE ADVENTIST COLLEGE, INC.

Camanchiles, 8003 Matanao, Davao del Sur, Philippines

FINANCIAL INFORMATION FOR BACHELOR OF SCIENCE IN OFFICE ADMINISTRATION

Academic Year 2025-2026
Estimated Cost

Particulars	1st year			2nd year		
	18.5 units	21.5 units	3 units	20 units	20 units	Inter-sem.
Tuition (708/unit)	13,098.00	15,222.00	2,124.00	14,160.00	14,160.00	
General Fees	10,357.00	8,441.00	2,092.00	10,187.00	8,441.00	
Laboratory Fees	3,585.00					
Thesis Writing Fee			789.00			
Practicum Fee						
Total estimated cost - Villager/Commuter	27,040.00	23,663.00	5,005.00	24,347.00	22,601.00	
Cafeteria (3500/month)	17,500.00	17,500.00		17,500.00	17,500.00	
East Residence Hall - Ladies (ERH) :						
Category A non-air-conditioned (1200/month)	6,000.00	6,000.00		6,000.00	6,000.00	
Category B 2nd Floor non-air-conditioned (1100/month)	5,500.00	5,500.00		5,500.00	5,500.00	
West Residence Hall - Gents. (WRH) :						
Category A non-air-conditioned (1200/month)	6,000.00	6,000.00		6,000.00	6,000.00	
Category B air-conditioned (1900/month)	9,500.00	9,500.00		9,500.00	9,500.00	
Total estimated cost - ERH - Ladies A	50,540.00	47,163.00	-	47,847.00	46,101.00	
Total estimated cost - ERH - Ladies B	50,040.00	46,663.00	-	47,347.00	45,601.00	
Total estimated cost - WRH - Gents. A	50,540.00	47,163.00	-	47,847.00	46,101.00	
Total estimated cost - WRH - Gents. B	54,040.00	50,663.00	-	51,347.00	49,601.00	

Particulars	3rd year			4th year		
	18 units	18 units	Inter-sem.	15 units	6 units	Inter-sem.
Tuition (708/unit)	12,744.00	12,744.00		10,620.00	4,248.00	
General Fees	10,187.00	8,441.00		10,187.00	8,441.00	
Laboratory Fees	3,282.00	7,170.00		3,585.00		
Thesis Writing Fee		2,800.00				
Practicum Fee					1,578.00	
Total estimated cost - Villager/Commuter	26,213.00	31,155.00		24,392.00	14,267.00	
Cafeteria (3500/month)	17,500.00	17,500.00		17,500.00	17,500.00	
East Residence Hall - Ladies (ERH) :						
Category A non-air-conditioned (1200/month)	6,000.00	6,000.00		6,000.00	6,000.00	
Category B 2nd Floor non-air-conditioned (1100/month)	5,500.00	5,500.00		5,500.00	5,500.00	
West Residence Hall - Gents. (WRH) :						
Category A non-air-conditioned (1200/month)	6,000.00	6,000.00		6,000.00	6,000.00	
Category B air-conditioned (1900/month)	9,500.00	9,500.00		9,500.00	9,500.00	
Total estimated cost - ERH - Ladies A	49,713.00	54,655.00		47,892.00	37,767.00	
Total estimated cost - ERH - Ladies B	49,213.00	54,155.00		47,392.00	37,267.00	
Total estimated cost - WRH - Gents. A	49,713.00	54,655.00		47,892.00	37,767.00	
Total estimated cost - WRH - Gents. B	53,213.00	58,155.00		51,392.00	41,267.00	

General Fees Breakdown:		New/Transferee	Old Students
Registration Fee		1,287.00	1,287.00
Classroom Development Fee		551.00	551.00
School ID w/ cord		192.00	192.00
Library Fee		1,095.00	1,095.00
Medical/Dental Fee		463.00	463.00
Guidance Fee		289.00	289.00
Community Extension Service Fee		206.00	206.00
Athletic Fee		141.00	141.00
Socio-Spiritual Fee		141.00	141.00
Energy Fee		258.00	258.00
AIS Fee		258.00	258.00
Student Association Fee		466.00	466.00
(1st Sem Only) Yearbook		1,250.00	1,250.00
(1st Sem Only) Student Handbook & Publication-Collage		496.00	496.00
Internet Fee		885.00	885.00
Proficiency Test for New and Transferee		170.00	-
Research Fee		284.00	284.00
Mortuary Fee		14.00	14.00
Insurance		120.00	120.00
Testing Fee		424.00	424.00
Socio-Cultural Fee		278.00	278.00
Audio Visual Fee		124.00	124.00
Endowment Fund		230.00	230.00
IT Enhancement Fee		468.00	468.00
Accreditation Fee		116.00	116.00
Test Paper Fee		151.00	151.00
Total General Fees		10,357.00	10,187.00

NOTE:

**** Fees may change at any time, with or without notice.**

*Discount: Students who pay the full estimated cost for the entire semester at the time of registration will receive a 5% discount on tuition, dormitory fees, cafeteria charges, and general fees.

*Exclusions from the 5% discount are the following fees:

Student association fee	466.00
Student Handbook & Publication	496.00
Yearbook	1,250.00

SCHEDULE OF PAYMENTS

	DP/PREIM/MID	SEMI-FINAL
Dormitorians		
ERH Ladies-A	10,000.00	Remaining Bal.
ERH Ladies-B	10,000.00	Remaining Bal.
WRH Gents-A	10,000.00	Remaining Bal.
WRH Gents-B	10,000.00	Remaining Bal.

SCHEDULE OF PAYMENTS

Villager/Commuter	
Down Payment	3,500.00
Prelim	5,000.00
Mid-Term	5,000.00
Semi-Final	Remaining Bal.

Additional Fees (If Applicable)

Practicum Fee	789.00
Thesis Writing Fee	2,800.00
Computer Lab. Fee	3,585.00
Short Hand Lab. Fee	3,282.00
Dorm Reservation Fee (Security Deposit)	1,000.00

For more inquiries, feel free to reach out to:

Jerwen E. Estañol
Director of Student Finance



Mobile: 0976 317 1129
Landline: (082) 284 6283
Email: dsf@spac.edu.ph
Facebook: SPAC Director of Student Finance

Music Department

OFFERS:

- Piano Lessons
- Voice Lessons
- Violin Lessons
- Wind Instruments Lessons

10,000php

package for the whole school year

Inclusions:

- 18sessions
- Practice
- Recital

For more inquiries contact:

Dorothy Faye N. Villaver
SPAC Music Coordinator

Dorothy Faye Namoca-Villaver
 namocadortothyfaye@gmail.com
 0956-155-4032

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FINANCIAL POLICY ON WITHDRAWALS

Student handbook 2022 Edition, page 16.

1. A student who withdraws before classes start only needs to pay the registration fees.
2. One week after the beginning of classes will be charged 10% of the total school fees.
3. Second week from the beginning of classes will be charged 20% of the total school fees.
4. After two weeks from the beginning of classes, 100% of the total school fees will be charged.
5. If a student is staying in the dormitory, they must settle the dormitory and cafeteria charges with the Director of Student Finance.
6. Transfer documents and credentials will be issued only after the concerned student is cleared of all school obligations.
7. Cafeteria boards and residence hall occupants who decide to transfer out will be charged according to school policy:

SPAC BANK ACCOUNTS

Account Name: South Philippine Adventist College, Inc.

RCBC	1524-34318-1
LBP	0331-2787-93
METROBANK	129-3-129-23882-9
PNB	408-310-00387-6
BDO-ONB	0401-500005-96