Visa/MasterCard Online Payment Facility

Students can now pay online using any Visa/MasterCard Credit Card during enrolment through the BPI Secure Pay payment facility. The Visa/MasterCard Online Payment facility is integrated with the GSB Registration System to deliver an efficient, hassle-free enrolment system in real-time mode. Any student who will use the Visa/MasterCard Online Payment Facility will be enrolled immediately upon approval of the bank. Please use the preferred browsers in using this facility, namely: **Mozilla Firefox, Google Chrome** or **Safari**.

Here are the steps in using the Visa/Mastercard Online Payment Facility.

1. Go to http://www.gsb.ateneo.edu
2. Click the link **Click Here** beside the Student Login, located on the lower right portion of the page.
3. Login at the Student Access Module. Provide the needed username/password to access your account.
4. Click Registration
5. Select Subjects to register, then click **Save**.
6. When done selecting subjects, click **Asses**.
7. Under Payment Options, select **Visa/MasterCard Payment**
8. A message prompt will appear if you want to proceed. Click **Pay Now**.
    You will be redirected to the BPI Secure Payment Gateway website.
9. Select either **Visa** or **MasterCard** (depending on your credit card)
10. Enter Cardholder's Credit Card details.
11. Click **Pay**.
    Request for payment will be approved by the bank. If approved, a message will appear saying that your request has been approved.
12. The BPI system will try to direct you to the GSB website but requires confirmation on the site's security. Do the following steps depending on your browser:
    - For **Mozilla Firefox**, click the link "I Understand the Risk", then click "Add Exception", then click "Confirm Security Exception".
    - For **Google Chrome**, click "Proceed Anyway"
    - For **Safari**, click "Continue"
    Once redirected, a page will be displayed saying that you have a successful transaction.
13. You are now officially enrolled. Click **Schedule** in the menu for verification.

Please note that:

1. A Transaction Fee of Php250 will be charged by the bank per successful transaction.
2. Cut-off time for Visa/MasterCard payment is 7PM of the same day. Otherwise, you will lose your registered subject by 7PM of the same day.
3. Students can only use this facility during enrolment.
4. Students can use the Visa/MasterCard Online Payment Facility to pay for tuition fees only (or as what is displayed in the Assessment Page during registration). This facility cannot be used to pay for other items (books, etc.)

Students can claim their tuition receipts 2 to 3 days from the time of enrolment as the Cashier needs to wait for the official report of the bank.