

XU SENIOR HIGH SCHOOL ONLINE APPLICATION

STEP BY STEP PROCEDURE

STEP 1.

Check your Exam Result at:
http://shsapply.xu.edu.ph/exam_results
Provide the details required.

XU Senior High Online Application

Enter the necessary details below to get your Entrance Exam Result.

Registration ID	<input type="text"/>
Last Name	<input type="text"/>
Select Test Type	<input type="text"/>

STEP 2.

XU Senior High Online Application

We are glad to inform you that you passed the Aptitude Examination that serves as one of Xavier University's screening tool to qualify applicants for Senior High School. Based on your score, you are qualified to apply for both Tech-Voc and Academic tracks. While you are free to choose from all strands under the academic track, your score does not qualify you for the STEM strand since it requires a higher score than what you earned in the examination.

AFTER VIEWING SCORE, PLEASE CREATE YOUR ACCOUNT BEFORE COUNSELLING. CLICK [HERE](#)

FNAME LNAME

CSAT

Test Component	Score
ENGLISH	500
MATH	500
SCIENCE	500
IR	500
GSA STANDARD SCORE	500
PERCENTILE RANK	40

If you are done viewing your result, please click the link to create your account.

STEP 3.

XU Senior High Online Application


Create a new account to submit your application. Please make sure you provide an **ACTIVE** email address.

Register

- OR -

If you already have an account, you can log in [HERE](#).

Register your account by providing the necessary details and click the Register Button.



STEP 4.

XU Senior High Online Application


We have sent an email to xuoatest@gmail.com. Open it up to activate your account, check your SPAM folder if you don't see it in your INBOX. If you encountered any problems receiving your email, you can try creating your account again using an alternate email, we highly suggest you use a GMAIL account. Please contact the Admissions Office if you are still having issues with your application.

Login to start processing your application.

Login


I forgot my password.
[Register a new Account.](#)

After clicking the Register Button, you need to activate your account. Read the success prompt and follow the instruction given.



STEP 5. - Account Activation Email

Account Activation Inbox x

 no_reply@xu.edu.ph
to me

3:23 PM (4 minutes ago)



XAVIER UNIVERSITY
Ateneo de Cagayan

Office of Promotions, Testing and Admissions

Dear, FNAME LNAME

Thank you for your registration in the Senior High School online application site of Xavier University Ateneo de Cagayan.

This is the first step in processing your application. Please click the following link to activate your account and continue with your application.

[Please Activate Your Account Here!](#)

XU Admissions Office
Science Center Building, Corrales Avenue, Cagayan de Oro City, Philippines
Phone: (08822)723116/(088)8583116 Local 3313, 3217
Email: admissions@xu.edu.ph

STEP 6.

**XU Senior High
Online Application**

Your account has been activated, you can now log in and start processing your application

Login to start processing your application.

Registration ID

Last Name

Select Test Type

Password

Login

I forgot my password.
Register a new Account.

After clicking the Activation link, your account should be activated and you will be able to login and proceed with your application.

You can login through this URL:
<http://shsapply.xu.edu.ph/login>

STEP 7.

XUOAA Senior High ☰ Sign out

User - 1234

- Dashboard
- Applicant Profile**
- Educational Background
- Family Background
- Submit Application
- Change Password

Welcome FNAME LNAME!

Introduction

Welcome to the Xavier University Senior High online application. For us to be able to completely process your application, please fill out all information asked in the online forms. Since you are about to join us in the University, we consider it essential to get to know you so we can serve you well.

If you need help with your application please refer to this [GUIDE](#).

⚠ Not Ready For Submission

- Applicant Profile**
Please fill out the required fields in the Applicant Profile section
 - Middle Name
 - Date of Birth
 - Gender
 - Mobile Number
 - Religion
 - Citizenship
 - Current Street Address
 - Current City
 - Current Country
 - Permanent/Home Street Address
 - Permanent/Home City
 - Permanent/Home Country
 - Place of Birth/Street Address
 - Place of Birth/City
 - Place of Birth/Country
- Educational Background**
Please make sure you add your Last School Attended entries for ELEMENTARY and JUNIOR HIGH SCHOOL to this section.
- Family Background**
Make sure you have added FATHER and MOTHER entries to this section and set at least ONE family member as your emergency contact.

Application Status

⚠ No Application Submitted

You can access and fill out the required information by clicking the highlighted section links above.

Please comply and fill out ALL required information.

© Ateneo de Cagayan Xavier University 2016

STEP 8.

XUOAA Senior High Sign out

User - 1234

- Dashboard
- Applicant Profile**
- Educational Background
- Family Background
- Submit Application
- Change Password

Applicant Profile

Biographical Details

Registration ID 1234	Full Name FNAME LNAME	Middle Name* <input type="text"/>	Date of Birth* <input type="text"/>
Gender* <input type="text"/>	Mobile Number* <input type="text"/>	Email address* xuoatest@gmail.com	Religion* <input type="text"/>
Citizenship* <input type="text"/>	Learner Reference Number (LRN) <input type="text"/>	Fill out your Biographical Details.	

Place of Birth -- *If you can't find your CITY in the drop down list, please select the OTHERS option*

Country* <input type="text"/>	Province <input type="text"/>	City* <input type="text"/>	Street Address* <input type="text"/>
---	---	--------------------------------------	--

Permanent/Home Address -- *If you can't find your CITY in the drop down list, please select the OTHERS option*

Country* <input type="text"/>	Province <input type="text"/>	City* <input type="text"/>	Street Address* <input type="text"/>
---	---	--------------------------------------	--

Current Address -- *If you can't find your CITY in the drop down list, please select the OTHERS option*

Country* <input type="text"/>	Province <input type="text"/>	City* <input type="text"/>	Street Address* <input type="text"/>
---	---	--------------------------------------	--

© Ateneo de Cagayan Xavier University 2016

STEP 9.

XUOAA Senior High Sign out

User - 1234

- Dashboard
- Applicant Profile
- Educational Background**
- Family Background
- Submit Application
- Change Password

Educational Background

When you add an entry, the information will be displayed on this section. You can perform Edit or Delete actions on your recently added record.

School	Academic Level	Address	Years Attended	Actions
--------	----------------	---------	----------------	---------

Add Previously Attended School *Fields marked with * are required!*

- Please add **ACADEMIC LEVEL** entries for **ELEMENTARY** and **JUNIOR HIGH SCHOOL**.
- If you can't find your **SCHOOL** or **CITY** in the drop down list, please select the **OTHERS** option.

Fill out Educational Background

School* **Academic Level*** **Year Started*** **Year Ended***

School Address -- *If you can't find the School's CITY in the drop down list, please select the OTHERS option*

Country* **Province** **City*** **Street Address***

© Ateneo de Cagayan Xavier University 2016

STEP 10.

XUOAA Senior High Sign out

User - 1234

- Dashboard
- Applicant Profile
- Family Background**
- Submit Application
- Change Password

Family Background

When you add a family member, the information will be displayed on this section. You can perform Edit or Delete actions on your recently added entry.

Name	Relation	Contact Number	Current Address	Living with?	Emergency Contact?	Actions
------	----------	----------------	-----------------	--------------	--------------------	---------

Add Family Member *Fields marked with * are required!*

- Please add an entry for **FATHER** Or **MOTHER**. Only add **Guardian** if applicable.
- Please make sure you add at least **ONE** entry as your **Emergency contact**.

Fill out Family Background

First Name* **Middle Name** **Last Name*** **Relation***

Date of Birth* **Contact Number*** **Email address** **Occupation**

Living with this family member?* **Set as Emergency Contact?***

Current Address -- *If you can't find your CITY in the drop down list, please select the OTHERS option*

Country* **Province** **City*** **Street Address***

© Ateneo de Cagayan Xavier University 2016

STEP 11.

XUOAA Senior High ☰ Sign out

User - 1234

- Dashboard
- Applicant Profile
- Family Background
- Submit Application**
- Change Password

Application

Create Application

Full Name
FNAME TEST LNAME

Strand
Select Strand

School Year
Select School Year

Save

Select your preferred STRAND and Click Save.

© Ateneo de Cagayan Xavier University 2016

STEP 12.

XUOAA Senior High ☰ Sign out

User - 1234

- Dashboard
- Applicant Profile
- Family Background
- Submit Application**
- Change Password

Application

After selecting your strand, please read the Attestation and Reminder. Click the checkboxes and Submit Application button

Attestation

I hereby agree to abide by all the rules and regularities which apply to students of XU SHS and acknowledge that my right to remain at XU is subject to my observance of them. The information in this application are complete and correct to the best of my knowledge. I acknowledge that XU is required to abide by the Freedom of Information and Protection of Privacy legislation as it applies to educational institutions.

I Agree

REMINDER: If you encounter any problems regarding your application, please don't hesitate to contact or visit the Admissions Office. XU reserves the right to refuse qualified students when the established quota for the strand applied for is reached.

I Understand

Submit Application

Application Details

Name	Strand	School Year	Status	Actions
FNAME TEST LNAME	Accountancy and Business Management	2016 - 2017	READY FOR SUBMISSION	Edit Delete

© Ateneo de Cagayan Xavier University 2016

STEP 13.

The screenshot shows the 'Application' page in the XUOAA Senior High system. The user is logged in as 'User - 1234'. The left sidebar contains navigation options: Dashboard, Applicant Profile, Educational Background, Family Background, Submit Application, and Change Password. The main content area displays a green notification box with the message: 'Application has been submitted! Your application has been submitted. You may check your E-mail (INBOX or SPAM Folder) or your DASHBOARD page every now and then for the result of your application. If you have any further questions, please do not hesitate to contact us. XU Admissions Office, Science Center Building, Corrales Avenue, Cagayan de Oro City, Philippines, Tel. No.: (088)853-9800 Local 9152, 9151, Email: admissions@xu.edu.ph'. Below this is a table titled 'Application Details' with the following data:

Name	Strand	School Year	Status
FNAME MNAME LNAME	General Academic	2016 - 2017	SUBMITTED

The footer of the page includes the copyright notice '© Ateneo de Cagayan Xavier University 2016' and a small circular logo.

STEP 14.

The screenshot shows the 'Dashboard' page in the XUOAA Senior High system. The user is logged in as 'User - 1234'. The left sidebar contains navigation options: Dashboard (highlighted with a red box), Applicant Profile, Educational Background, Family Background, Submit Application, and Change Password. The main content area displays a 'Welcome FNAME LNAME!' message and an 'Introduction' section. Below this is a 'Submitted' section with three green boxes indicating completed sections: 'Applicant Profile', 'Educational Background', and 'Family Background'. To the right, there is an 'Application Status' section (highlighted with a red box) showing a blue box with the status 'OPEN' and the message: 'Your application is now set as received and will be open for initial review.' A red arrow points from the text below to this status box.

Your application status will reflect on this box every time you refresh your dashboard page.

The footer of the page includes the copyright notice '© Ateneo de Cagayan Xavier University 2016' and a small circular logo.