



**HOW TO  
PAY**

## How to pay tuition and other fees

There are several ways to pay your school fees. When paying online or through bank, **it is important that you send an email or message to Golden Link to inform us the exact amount you have deposited, the name of the child and grade level.**

### A. Physical Bank Deposit

- 1) Go to any branch of Bank of the Philippine Islands
- 2) Fill up the needed information in the transaction slip or kiosk  
**Account Name: Golden Link College Foundation**
- 3) **Account Number: 1941-0001-49**  
Amount: -----  
Contact Number: 8961-5836/ 0943-829-6933  
Email Address: [goldenlink2002@gmail.com](mailto:goldenlink2002@gmail.com)
- 4) Pay to the cashier and secure a copy of bank deposit receipt 5)  
Scan or take photo of bank deposit receipt and send it to  
[goldenlink2002@gmail.com](mailto:goldenlink2002@gmail.com)
- 6) Present the original bank deposit receipt when you visit GLC main campus for signing of enrollment agreement and other documents.

### B. Online Bank Transfer

- 1) Open your bank application or website.
- 2) Go to bank transfer.
- 3) Fill up needed information in the transaction slip or kiosk a.  
**Account Name: Golden Link College Foundation**  
b. **Account Number: 1941-0001-49**  
c. Swift Code: BOIPHMM  
d. Contact Number: 8961-5836/ 0943-829-6933  
e. Email Address: [goldenlink2002@gmail.com](mailto:goldenlink2002@gmail.com)
- 4) Confirm transaction or money transfer
- 5) Scan or screenshot the confirmation of money transfer and send it to  
[goldenlink2002@gmail.com](mailto:goldenlink2002@gmail.com)

- 6) Present the screenshot of the confirmation of money transfer upon your visit to the GLC main campus for signing of enrollment agreement and other documents.

### **C. GCash to Bank**

- 1) Open GCash application. Ensure that GCash account has enough balance. 2) Go to 'Bank Transfer'
- 3) Select bank partner: Bank of the Philippine Islands (BPI) 4) Fill up information needed
  - a. Amount: -----
  - b. Account Name: Golden Link College Foundation
  - c. Account Number: 1941-0001-49
  - d. Send receipt to: [goldenlink2002@gmail.com](mailto:goldenlink2002@gmail.com)
- 5) Click 'Send Money' to confirm transaction or money transfer 6) Scan or screenshot the confirmation of money transfer and send it to [goldenlink2002@gmail.com](mailto:goldenlink2002@gmail.com)
- 7) Present the screenshot of the confirmation of money transfer upon your visit to the GLC main campus for signing of enrollment agreement and other documents.

### **D. Smart Padala**

- 1) Go to any Smart Padala center or agent
- 2) Fill up information in the transaction slip
  - a. Account Number: 5577-5194-8495-6108
  - b. Name of receiver: Marvin Gueco
  - c. Contact Number: 0929 7174225
- 3) Confirm transaction slip and pay for the amount, including the service fee. Secure a copy of the transaction receipt.
- 4) Scan or take photo of the transaction receipt and send to [goldenlink2002@gmail.com](mailto:goldenlink2002@gmail.com)
- 5) Present the original transaction receipt when you visit GLC main campus for signing of enrollment agreement and other documents.

### **E. Physical Visit to GLC Main Campus**

Office is open every Monday, Wednesday and Friday, 9:00am-12noon and 1:00pm to 5:00pm.

Secure appointment date and time by sending email to [goldenlink2002@gmail.com](mailto:goldenlink2002@gmail.com) to maintain public health measure and physical distancing.