

TITLE: SOT®P Payment Guidelines



School of Tomorrow®, Philippines, is dedicated to providing excellent service and also convenience in your transactions with us. With the onset of technology, additional payment methods have become readily available. Kindly consider the following modes of payment: (Note: This is only applicable to SCHOOLS using the A.C.E. School of Tomorrow® System. Home school families are advised to contact their academic advisers for their payment process)



AVAILABLE PAYMENT METHODS

## 1. OVER THE COUNTER PAYMENT

You may visit our Cashier on the ground floor of the Main Administration Building at School of Tomorrow®, Philippines Headquarters, and pay via cash or dated cheque.



## 2. METROBANK TRANSACTIONS

 <b>Metrobank</b> <small>METROPOLITAN BANK &amp; TRUST COMPANY</small>		<b>PAYMENT SLIP</b>	
<b>Payment For :</b> (kindly fill-out separate slip for each mode of payment)			
<input type="checkbox"/> PESO BILLING <input type="checkbox"/> DOLLAR BILLING		DATE	
COMPANY NAME / LOAN TYPE / SERVICE FEE			
SUBSCRIBER / CARDHOLDER'S / ACCOUNT NAME		REFERENCE NO.	
SUBSCRIBER NO. / CARD NO. / LOAN ACCOUNT NO.		TELEPHONE NO. / OTHER DETAILS	
<b>Mode of Payment</b>		<b>Amount</b>	
<input type="checkbox"/> CASH <input type="checkbox"/> CHECK <input type="checkbox"/> DEBIT MY ACCOUNT NO.		In Words : _____ In figures : _____	
_____ <small>ACCOUNTHOLDER'S SIGNATURE</small>			

A. Bank Deposit – Visit the nearest Metrobank branch and remit your payment to our official account:

Account Name: Pacific Rim Educational Foundation, Inc (SOT)

Account Number: 081-3-08151393-8

Branch: Doña Soledad, Bicutan

B. MetrobankDirect / Metrobank Mobile App – You may log in to your MetrobankDirect account online or via the Metrobank mobile app and transact under “Special Bill” or “Pay Bill.”

C. Bills Payment – Visit the nearest Metrobank branch and get a copy of Metrobank’s PAYMENT SLIP and accomplish the required information/details.

Company Name (School of Tomorrow, Philippines)

Subscriber Name (School name)

Reference Number (See the table below)

Subscriber Number (Customer Number)

Telephone Number / Other Details

Mode of Payment: Cash/Cheque/Debit Account

Amount of Payment

(In Figures) PHP XXX.XX

(In Words) One Hundred Pesos

Payment Details (Cash or Cheque Payment Breakdown)

### 3. ONLINE / MOBILE BANKING

With the progress of online services, including banking, you may conveniently deposit or transfer payments using any available online/mobile banking platforms to our Metrobank Account.

1. GCash / Paymaya – Please make sure that you take a screenshot of the transaction once it is successfully transferred and NOT WHILE IT IS STILL BEING PROCESSED. Kindly ensure that the following details are clearly indicated:

Amount

Reference Number

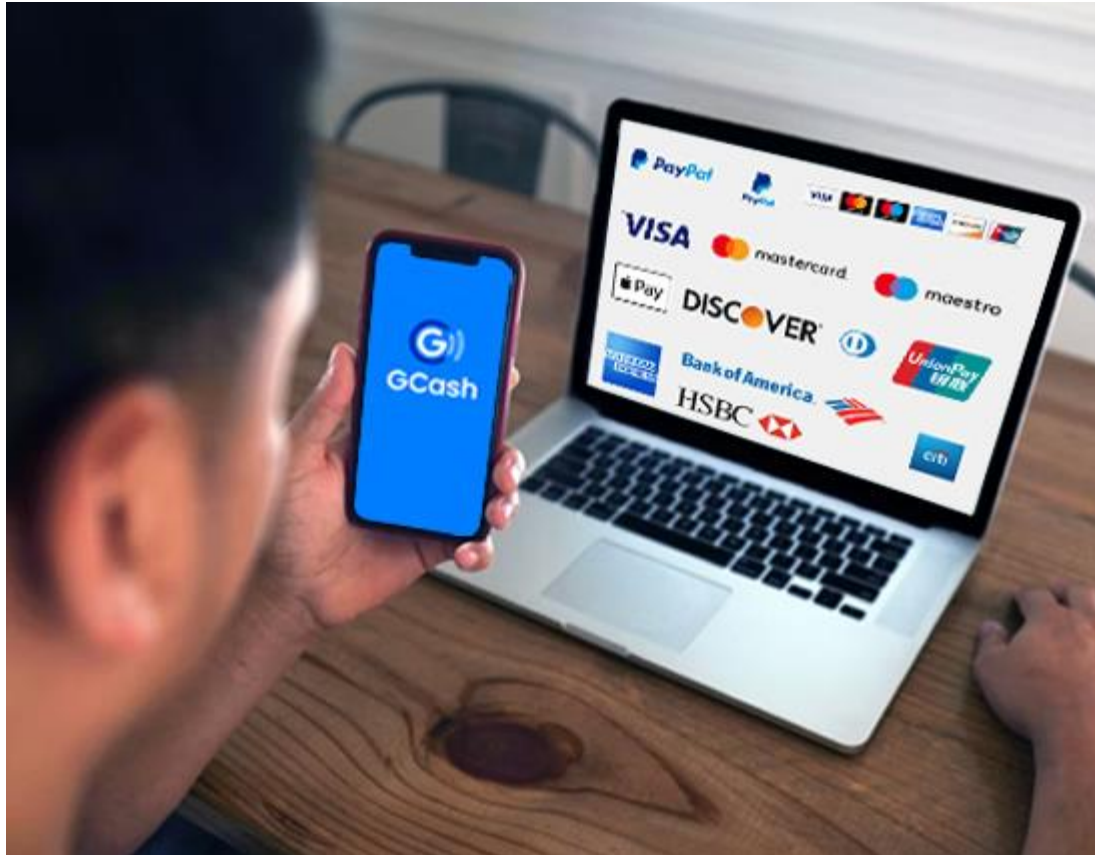
Transaction Date

2. Online Transfer from other banks – Kindly ensure that you save/screenshot proof of transaction once it is successfully transferred and NOT WHILE IT IS STILL BEING PROCESSED. The following details should be clearly indicated:

Amount

Reference Number

Transaction Date



## IMPORTANT THINGS TO CONSIDER

School of Tomorrow®, Philippines is not only providing materials but also training and conventions. To properly account for your payment, kindly submit your proof of payment with the following details

Customer Number

School Name

Reference (Event Name / Sales Order Number)

Date of Payment

Breakdown of Payment (For multiple payments)

You may forward your proof of payment to:

[csr1@schooloftomorrow.ph](mailto:csr1@schooloftomorrow.ph) – Order Payments

[programs@schooloftomorrow.ph](mailto:programs@schooloftomorrow.ph) – Events/Training Payments