BPI ONLINE: Enroll Billers

To enroll a merchant via BPI Online, please follow the procedure below:

STEP 1

Log-in to your account in
https://online.bpi.com.ph
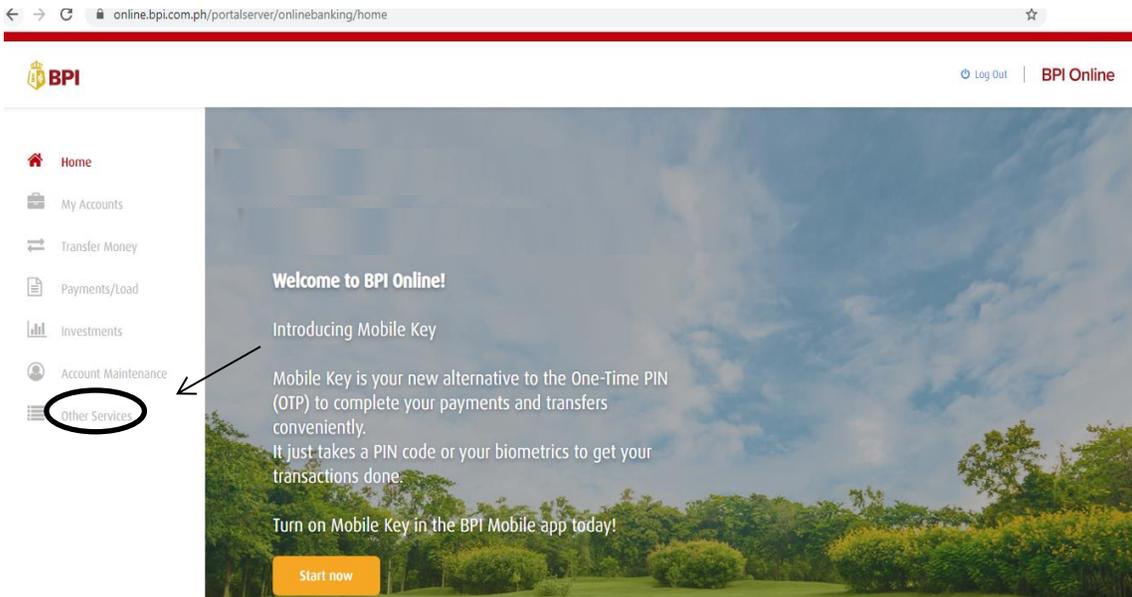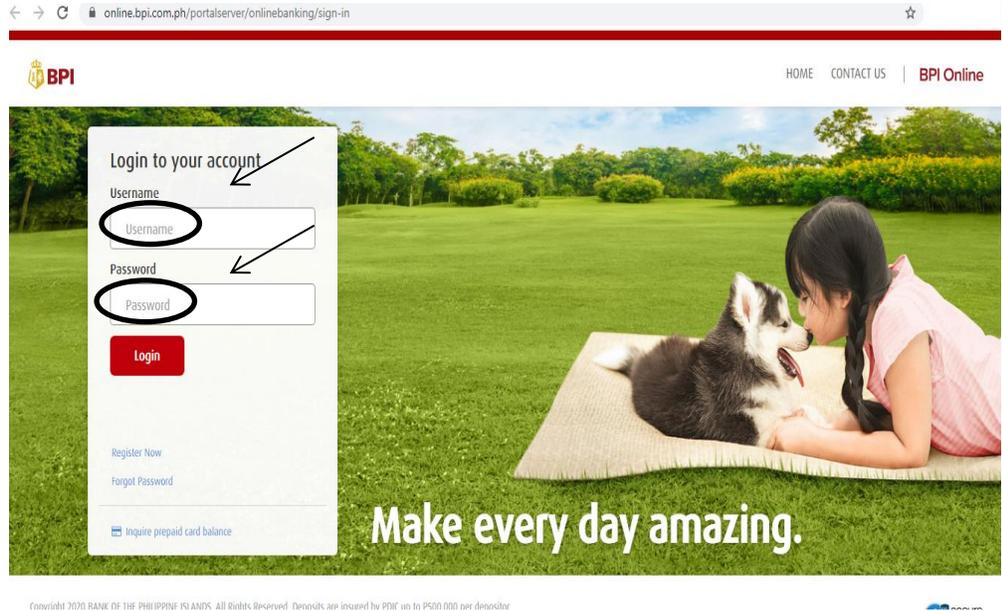
STEP 2

Select "Other Services"

STEP 3

Choose "Manage Recipients"

Accounts		Checkbooks		QR Code	
Manage My Accounts		Reorder Checkbook		QR Generator	
My Statements		Stop Payment Order			

Remittance Services		Cards		Transactions	
Inquiry on Incoming Remittance		Card Control		Manage Scheduled Transactions	

Branch Services		Recipients	
BPI Express Assist (BEA)		Manage Recipients	
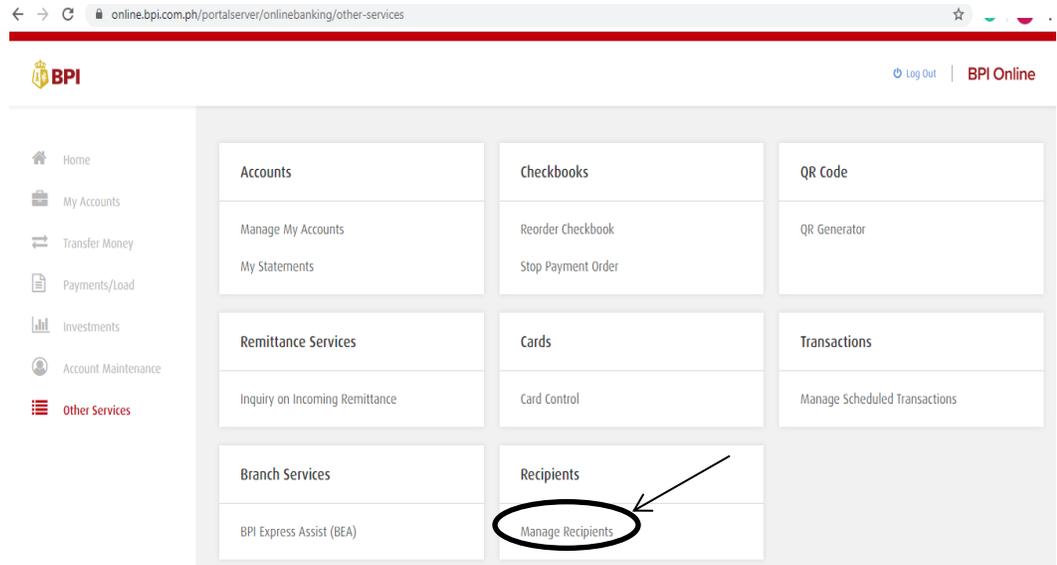
STEP 4

Click "Add New Recipients"

Manage Recipients

+ Add New Recipient

🔍 25 recipients   View All ▾
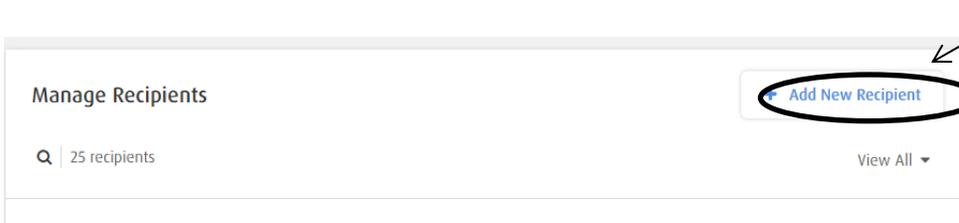
STEP 5

Fill out the following information:

a. Choose "Billers" under Recipient
b. Choose or Type "Miriam College Quezon City or MCQC" as the biller
c. Key in the "Reference Number" which is the 14- digit Payment Reference No. indicated in the Billing Invoice/Letter of Acceptance.

d. Continue enrollment by clicking "Next"

Enroll Recipients Step 1 of 3 - Fill in the details

Recipient

Billers ▾

Biller

MIRIAM COLLEGE QUEZON CITY | MCQC

Reference Number

2007501313

✕ Cancel   ↺ Clear Fields   Next

MIRIAM COLLEGE FOUNDATION, INC
Katipunan Road, Loyola Heights
Quezon City, 1108, Philippines
NON VAT TIN No. 000-720-573-0000

Higher Education

SY 2021-2022 1ST SEM CYCLE 1

BILLING INVOICE		
APPLICATION NO.	:	A02-2122-001863
PAYMENT REFERENCE NO.	:	20210200186323
APPLICANT NAME	:	
Application Fee	:	P600.00*****
Amount in words	:	SIX HUNDRED PESOS ONLY*****

Enroll Recipients Step 2 of 3 - Review details

Are these details correct?

Recipient:
Billers

Biller:
MIRIAM COLLEGE QUEZON CITY | MCQC

Reference Number:
2016100140

✖ Cancel   ✏ Edit

Confirm

STEP 6

After checking if the details are correct, proceed with the enrollment by clicking "Confirm"

STEP 7

Enroll Billers requires One-Time-PIN (OTP) as added security. The OTP will be sent to your registered mobile number with BPI. To confirm the mobile number where the OTP will be sent, click "Yes, send me the code".

One-Time PIN

To proceed, a 6-digit code will be sent via SMS.

Is this your number?

Yes, send me the code

Cancel

STEP 8

Key in the OTP received, and click "Submit"

One-Time PIN

Enter the 6-digit code sent to
+63917****534

Resend code via SMS
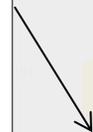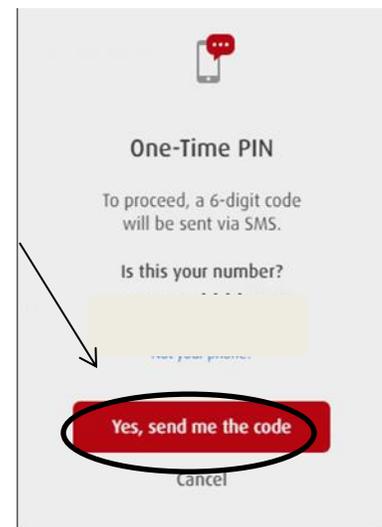
Cancel   Submit
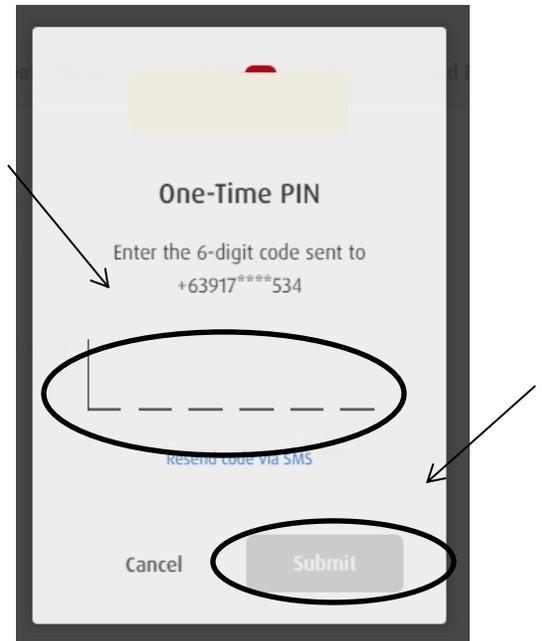
Enroll Recipients Step 3 of 3 - Enrollment was successful!

✅ **Enrollment was successful!**
Confirmation Date & Time: Monday, Mar 23 2020; 09:04:23 PM (GMT +8)
Confirmation Number: 1584968407670

Recipient:
Billers

Biller:
MIRIAM COLLEGE QUEZON CITY | MCQC

Reference Number:
2016100140

STEP 9

A confirmation page will appear after a successful bills payment enrollment transaction. This will serve as the proof of your enrollment.

✉ The details above have been sent to your email.   **Done**

BPI ONLINE: Bills Payment

To pay a merchant via BPI Online, please follow the procedure below:

STEP 1

Log-in to your account in
https://online.bpi.com.ph
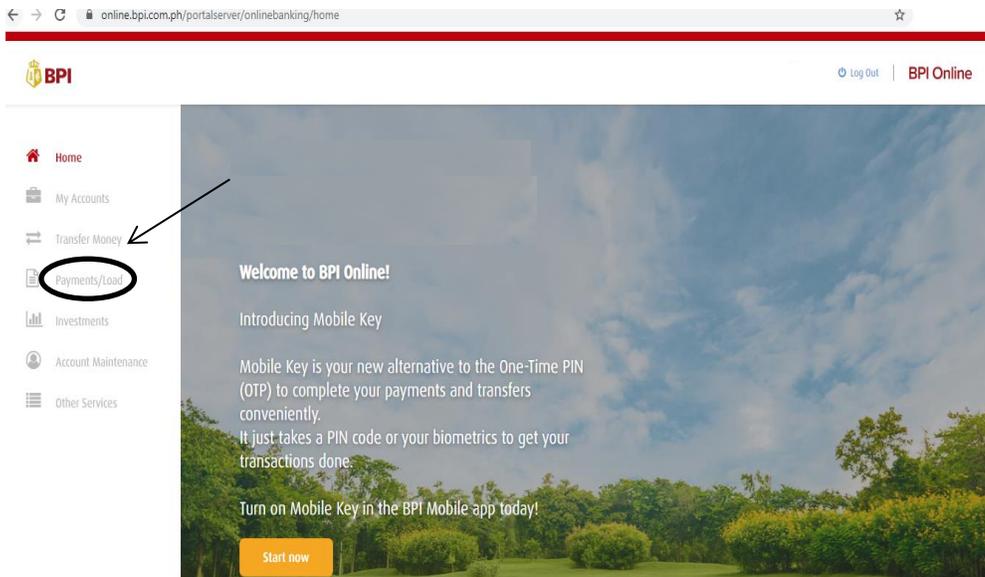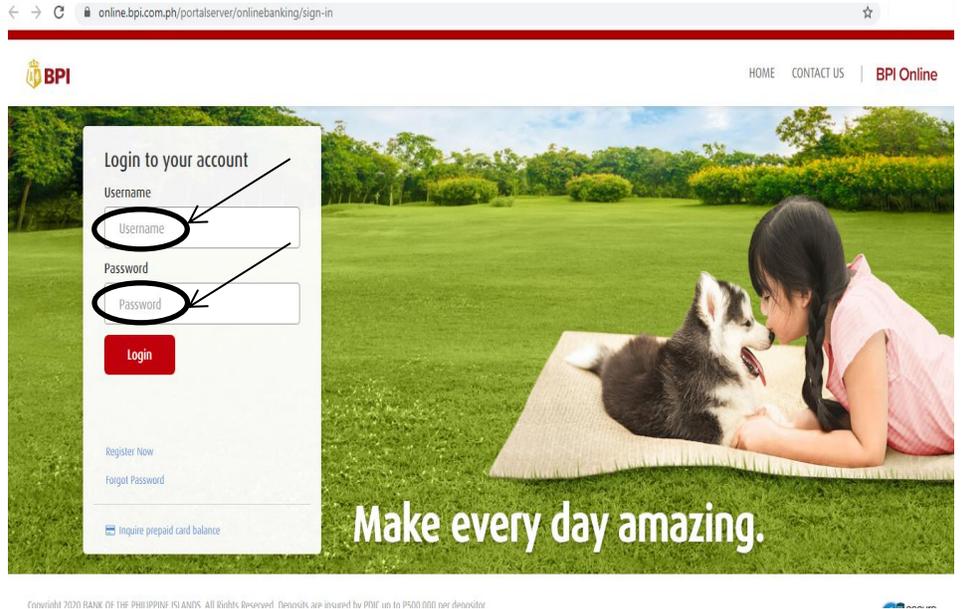
STEP 2

Select
"Payments/Load"

STEP 3

a.   Select the Account you will pay from

b.   Key-in the amount to be paid

c.   Select "MCQC/Reference No." from your list of enrolled biller

d.   Indicate the "Name of the Student Applicant and Grade Level" on the Notes portion

e.   Continue with the payment by clicking "Next".

BPI

- Home
- My Accounts
- Transfer Money
- Payments/Load
- Investments
- Account Maintenance
- Other Services

Step 1 of 3 - Fill in the details

Pay from

Which account would you like to pay from?

Amount to pay

PHP   100.00

Pay to

MCQC | 2007501313

Notes

MARIA DELA CRUZ-GRADE 5

✖ Cancel   ↺ Clear Fields   Next

✖ Cancel   ✎ Edit   Confirm

STEP 4

Confirm the payment by clicking "Confirm".

STEP 5

Bills Payment requires One-Time-PIN (OTP) as added security. The OTP will be sent to your registered mobile number with BPI. To confirm the mobile number where the OTP will be sent, click "Yes, send me the code".

One-Time PIN

To proceed, a 6-digit code will be sent via SMS.

Is this your number?

Not your phone?

Yes, send me the code

Cancel

One-Time PIN

Enter the 6-digit code sent to
+63917****534

Resend code via SMS

Cancel   Submit
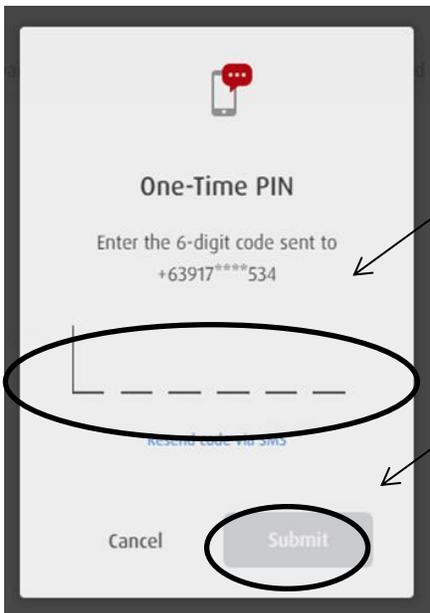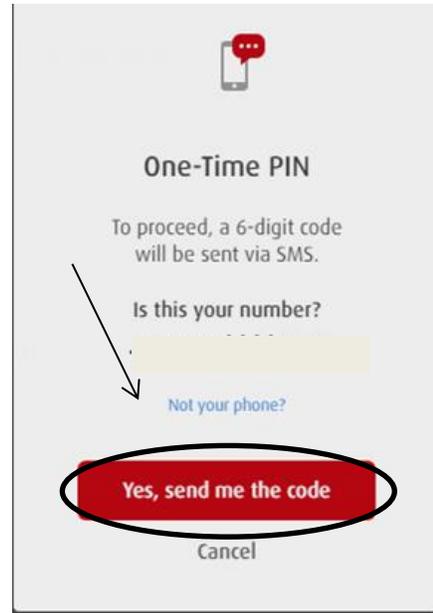
STEP 6

Key in the OTP received, and click "Submit"

STEP 7

A confirmation page will appear after a successful bills payment transaction. This will serve as the proof of your payment.

Please forward the confirmation page to mctreasury@mc.edu.ph **AND**

beuregistrar@mc.edu.ph   (for Basic Education Unit)
coll-admission@mc.edu.ph (for Higher Education Unit)

with the subject heading **APPLICATION FEE_NAME OF STUDENT_GRADE/YEAR LEVEL or RESERVATION FEE_NAME OF STUDENT_GRADE/YEAR LEVEL**