




Metrobank Mobile Banking App

PAYMENT CHANNEL	PAYMENT FACILITY
 <p><i>For Metrobank inquiries, contact Metrobank 24/7 Customer Hotline at 8700-700, or log on to www.metrobank.com.ph.</i></p> <p><i>For provincial areas, call toll-free at 1-800-1888-5775.</i></p> <p><i>For HNU inquiries, please call the Bursar Dept. at:</i></p> <p><i>Direct Line</i> +63 38 411 2766</p> <p>+63 38 427 1542 +63 38 501 7731 +63 38 427 1543 +63 38 411 2283 <i>Local 106</i></p>	<ol style="list-style-type: none"> 1. Login to your Metrobank Mobile App. 2. Select "MY BILLS" from the app's main menu. 3. On "One-Time Payment", tap "PAY". 4. On "Biller Search", enter "Holy Name University" in the "Search" box. Tap the result: "Holy Name University". 5. On "Quick Pay Details", enter the "Student ID Number" in the "Subscriber Number" and the "Amount (PHP)", as indicated. Tap "NEXT" to continue. 6. On "Current & Savings", select the source account for your payment. Tap "NEXT". 7. Review the Payment Details. In the "Remarks" field, enter the purpose of payment. <ul style="list-style-type: none"> For example: <ul style="list-style-type: none"> • <i>tuition fee*</i>, • <i>registration fee**</i>, • <i>proposal hearing</i>, • <i>comprehensive exam</i>, • <i>oral defense</i>, • <i>TOR online verification, etc.</i> <p>*For tuition fee, indicate the academic term and year, i.e.: 2nd Sem AY 2020-2021</p> <p>**For registration fee, indicate course/year, academic term and/or academic year, i.e.: BSA-2 Summer AY 2020-2021 Grade 4 AY 2020-2021</p> <p>Tap "SUBMIT".</p> <ol style="list-style-type: none"> 8. Enter the One-Time PIN (OTP) sent to your registered mobile number, then tap "SUBMIT" to complete the Bill Payment. You will receive an SMS notification and an email confirming the successful Bill Payment. 9. Please forward the Bill Payment confirmation email you received from Metrobank or take a screenshot or photo of the acknowledgment and send it to payments@hnu.edu.ph. 10. Allow 1-2 days to receive a confirmation email of your posted payment. <p>Download the Metrobank Mobile App from GooglePlay for Android or AppStore for iOS (Apple) devices.</p>