Process Optimization: An impact to the Enrollment System of Aurora State College of Technology

Ariel Francis E. Bognot [1], Mary Fei J. Wy[1], Matthew O. Santos[2], Jomar R. Merciales[3], Allia Marie A. Padilla[3], Joefil C. Jocson[4]

[1] *Electronics Engineer, Student, Graduate School, Nueva Ecija University of Science and Technology, Nueva Ecija, Philippines.*

[2] *Electrical Engineer, Master Electrician, Student, Graduate School, Nueva Ecija University of Science and Technology, Nueva Ecija, Philippines.*

[3] *Civil Engineer, Student, Graduate School, Nueva Ecija University of Science and Technology, Nueva Ecija, Philippines.*

[4]*Civil Engineer, Subject Adviser, Department of Engineering Management, Graduate School, Nueva Ecija University of Science and Technology, Nueva Ecija, Philippines.*

Corresponding Author: ArielFrancis.Bognot@gmail.com

Abstract: - Student enrollment is a process of signing up to attend in an academic year in school, colleges, or universities. The enrollment process is completed after a student/enrollee is granted admission to a particular institution. For colleges and universities, students can enroll courses to pursue and subjects to attend. Enrollment processing is one of the hard to measure factor in an institution that ends up being crucial for both the students and the institution. Current enrollment process is usually time consuming and takes a lot effort for both parties. The study investigates and analyzed the current enrollment process of Aurora State College of Technology (ASCOT) by opinion survey method. For the survey, a minimum sample size will be taken through stratified random sampling method from the institution faculties and staff, students, and parents. The analysis has been done with percentage, averages, weighted score and ranking methods. The result has indicated that the current enrollment process needs improvement for it to be efficient in this time of pandemic and will help both parties.

Key Words:— ***Enrollment system, School, Process.***

I. INTRODUCTION

The Aurora State College of Technology (ASCOT) had been leading institute for education since 1993. Mainly in the province of Aurora as well as its adjacent areas like Isabela, Nueva Ecija and Nueva Vizcaya Offering courses for aspiring students in the field of Science, Technology, Education and Engineering.

Aurora State College of Technology have three campuses, one is at Northern part of Aurora, Dibet Campus and two at Central Aurora, Bazal Campus and Zabali Campus as the main.

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For over the years, ASCOT caters students from 8 municipalities of Aurora as well as in its neighboring provinces like Nueva Ecija, Isabela, and Nueva Vizcaya. As the State College continue to expand, a huge increase has been felt to the enrollee's number. Amidst this pandemic period, the ASCOT continue to nurture the minds of those eager students to continue their education. The classes are conducted through online platforms like the other institutes, but their admission for enrollment remains to a personal or face to face process. The admission team composed of faculties from every course program go to every municipality to conduct face to face admission. This current situation generates a lot of paperwork that causes much time and effort on the part of the admission and also to the students. The current process also a huge part to the task of the enrolling students. This is critical especially in these times where the all-personal transactions are advised to stay away from due to the existence of health hazards during this period.

As the number of students grow bigger it is in need of a systematic enrollment process where face to face and online process should be taken into consideration. The enrollment process could be better and become readily accessible to the users. The procedure will then be conducted at optimum operation, catering more individuals at the same time with the new standard process of enrollment procedures.

II. LITERATURE REVIEW

2.1 Foreign Studies

According in the article "Optimizing the benefits of Online K-12 Enrollment and Registration "by Henrrickson (2017) she stated that "Web-based enrollment makes the process quantifiably easier and faster for staff and parents." This also apply especially to the students. A part of the article also discussed that "For schools and districts, the cost of paper-based enrollment and registration processes takes up a substantial part of the operational budget. By transitioning to online enrollment management systems, schools can devote more resources to educating students rather than filling out paperwork, manually entering data, and trying to track down information that's filed away on paper."

In the Online Article "Why Your School Needs Online Enrollment + How to Set It Up" by the CURACABBY TEAM (November,2020). These are three specific benefits of Online Enrollment System for Students namely; Easier gathering of information, Data Management and Monitoring of Enrollment Status." Submitting information by students: While the majority of paperwork needs to be filled out by parents, students in later grades may need to submit information as well. This additional information can include academic records, extracurricular interests, and essays. Managing information from multiple parents: Additionally, many students have to gather information from multiple parents which can be coordinated through an online enrollment system. Monitoring their enrollment status: Students can monitor the status of their enrollment, determine what paperwork and information are still required, and follow up with their parents if necessary".

Based on Online Student Enrolment System at ABC University, founded in Sydney in 2013, ABCU has experienced a remarkable growth in student numbers in recent years and has opened new campuses in three other Australian cities including Melbourne, Brisbane and Adelaide. ABCU currently has 50,000 students across their four campuses with an estimated 5000 student in-take in each trimester. This phenomenal growth in their student numbers has necessitated the need for an online student enrolment system. Once developed, this system will replace the manual enrolment process that is currently in place. The current manual enrolment process is labour intensive, error-prone, and rather inefficient as it requires the Student Enrolment Officers to manually enroll each student into the subjects upon the receipt of a study plan from the students.

In the conference "Proceedings of the 34th Annual ACM SIGUCCS Conference on User Services" at Edmonton, Alberta, Canada, (2006), Author Patrick Then of Swinburne University of Technology states that "Our Online student enrollment system enables students to enroll into their subjects prior to the commencement of their semesters. This enrollment system not only allows international students to enroll through internet without traveling to the campus but also incorporates the business rules. These business rules cover a wide range of regulations and policy such as subject pre-requisite, student's payment status, course coordinator's decision and the correspondence of students' seniority to the intended enrolling subjects. Besides business rules, the system also incorporates various notification mechanisms like Short Messaging Service (SMS) and Email. XML is used to store the business rules and thus allow the portability of the system interface to wider range of devices such as Personal Device Assistant (PDA). The interface auto-detects the user's device either PC/laptop or much smaller screen device such as PDA. In short, the enrollment system backend engine runs based on the business rules and front-end engine runs to provide high satisfaction user experience. With the business and user interface, the system is able to run the workflow of student enrollment from the online enrollment form to approval workflow cycle running parallel with the notification capability."

2.2 Local Studies

Krisha T. Binayao (2013) on his article on Philippine-E Journal entitled Web Based Enrollment System with Reservation of Dysas Center for CPA Review, he stated that, "Over the years the population of enrollees exceeds constantly from the anticipated annual growth. During enrollment, vulnerability to errors in book keeping is defined which would consume much time delaying the enrolment process." Whether you signed up for a gym membership or enrolled your child in a summer camp, online enrollment is an easy and effective tool for those who are searching for that instant satisfaction of being "accepted." In today's world, technology has become our

number one asset for communicating and for good reason: It saves time, is cost effective, and can give instant feedback.

In the Article Web Based Enrollment System with Reservation of Dysas Center for CPA Review (2013) by Vonne Megham Alegre, Jocel Desales and Ian Charm Torres "Over the years the population of enrollees exceeds constantly from the anticipated annual growth. During enrollment, vulnerability to errors in book keeping is defined which would consume much time delaying the enrolment process. The proponents planned to give a response to the defined problems in the DySAS Center for CPA Review's business process. The proposed Web-based Enrollment System with Reservation is able to help avoid error on record keeping through putting into operation an electronic form upon providing personal data in registration. The system is able to cater more enrollees simultaneously compared to the current process on registration period. "Flaviano Sentina and Nestor Luna on their research paper" Automated Enrolment System of Palompon Institute of Technology-Tabango Campus" said that "The main purpose of automated enrolment system is to help school manage various operations including data, administrative and fundraising operations. Student may inquire on matters related to admission and enrolment requirements. These systems help to assists the students in their educational need such as the course or subject reference". The main objective of the propose system is for the improvement of the enrollment procedures especially in the part of the students. The information are readily available for those students who have an inquiry. "Automated enrolment system is a system in which the computer plays a major role and this kind of system is needed by all companies and institutions nowadays. This is the best way of storing and retrieving data on a server or hard disk rather than using papers and file cabinets. This will help the institute generates a quick and efficient data they need". The role of the technological advancement are also discusses and how it will benefit the automated enrollment system primarily in the part of data gathering and storage.

According to inettutor.com (2019), The advent of computer technology has opened a new chapter in technological advances which makes computers become part of everyday life. Computers make all lives easier so that all can live good lives. Computers are everywhere at work, at school, and at home. The educational system has taken advantage of the technology in teaching and learning, processing data, record keeping, and in their enrollment system. Enrollment systems are used in recording a student's information. A well built one will reduce the load on the people that normally have to-do all the work. Enrollment system is useful especially when the school retrieves the important information from the student. In the enrollment system, the school can trace what are the standings of the students. The manual enrollment system in a school can lead to inaccurate evaluation of student performance, loss of student records, inaccurate reports, and slow enrollment processing. Students will be confused on what they should do and how they will do to be able to enroll. It is extremely useful in the school in a way of making the processes of enrolling much easy.

Rahanee Jane R. Leonar, et. al., on their study Online Enrollment System of Liceo de Cagayan University states that, "The Online Enrollment System was proposed for the enhancement of the current enrollment system of Liceo de Cagayan University. The study aimed at creating a system that would provide another option for enrolling and that would compensate for the school's lack of manpower and time-consuming system. The database of the system is the dbEnrollment. It contains many tables and stores information such as student's academic records, secretary's files and records, class schedules, pre-requisites, subjects, curricula and other essential data needed in the system. The proposed system caters to old, freshmen, transferees and shiftees with the following services: subject evaluation, posting of grades, viewing of curriculum, add and update profile. The system lessens the enrollment time, speeds up file management, and minimizes inaccuracies and errors."

III. METHODOLOGY

The methodologies and procedures that will be employed in this study will be described. Specifically, the research design, locale of the study, samples and sampling procedure, respondents of the study, research instrument, data gathering procedure and data analysis techniques. These will include the information on how to determine the responses of the population sample and the procedures on gathering and analyzing the data gained.

3.1 Research Design

The design of this study is a Descriptive type of research. The primary goal of the Descriptive Research is to describe the status and provide data about an optimization process of enrollment and importance of the study to the Aurora State College of Technology (ASCOT). The Descriptive research is chosen to gather the precise data and information

about the respondents. This type of research is a suitable selection for identifying the response of the individuals about their perception on the Optimization of the Enrollment Process. Descriptive research seeks to describe the current status of an identified variable. These research projects are designed to provide systematic information about a phenomenon. Systematic collection of information requires careful selection of the units studied and careful measurement of each variable (Key Elements of a Research Proposal Quantitative Design-Winston Salem State University)

3.2 Locale of the Study

This study will be conducted specifically at the Aurora State College of Technology (ASCOT). The researchers chose this institution as the locale of the study in the aim to help and optimize the existing enrollment system. The researchers find the locale to be a suitable study in relation to the subject of Production and Operation Management. Also, one of the reasons that the locale is chosen is because one of the researchers belongs to the said institution.

3.3 Samples and Sampling Procedure

The sampling procedure that will be used in this study is Simple Random Sampling. Random members of the students and their parents and faculty/staff of the Aurora State College and Technology a will be drawn and selected to be part of the population.

3.4 Respondents of the Study

The respondents of this research will be students and their parents and faculty/staff of the Aurora State College and Technology. The researchers aim to know the reaction and feedback of those individuals if the process of the enrollment procedure will be optimized to an online process. A sample of two hundred seventy-three respondents had participated in this research. The target respondents of this study will be two hundred individuals representing the sides of the students and the faculty of the ASCOT itself.

3.5 Research Instruments

Three instruments were used to assess the feasibility of online enrollment. The instrument for students measured the capability of the college to implement an online enrollment in terms of three indicators, namely: technology awareness, affordability, and accessibility. The scale used in answering the item is as follows:

5 - Strongly Agree
4 - Agree
3 - Neutral
2 - Disagree
1 - Strongly Disagree

The respondents were asked to give their comments and recommendations for further improvement of the enrollment system of the college.

The instrument for faculty and staff measured the capability of the college to implement an online enrollment in terms of three indicators, namely: technical aspect, affordability and accessibility. The scale used in answering the items is described below:

5 - Strongly Agree
4 - Agree
3 - Neutral
2 - Disagree
1 - Strongly Disagree

The respondents were asked to give their comments and recommendations for further improvement of the enrollment system of the college.

The instrument for students and faculty and staff measured the capability of the college to implement an online enrollment in terms of two indicators, namely: intellectual awareness and social awareness.

5 - Strongly Agree
4 - Agree
3 - Neutral
2 - Disagree
1 - Strongly Disagree

The respondents were asked to give their comments and recommendations for further improvement of the enrollment system of the college

3.6 Data Gathering Procedure

As the Aurora State College of Technology that would be the locale of this study. The researcher then prepared letters asking for permission from the heads of the institutions that he would gather information regarding the current enrollment system of the college. When permission has been granted, the researcher then went to the college and gather some information that would be used as a basis for this study.

With this as reference, we broaden our study by having an online survey via google form. The purpose of conducting the study was explained and elaborated on the survey, as well as

the importance of answering all the items honestly and assuring them that the confidentiality of all information obtained would be protected and will be used on the case study only. The researcher also explained that the contents of the questionnaire adopt a five-point scale.

3.7 Data Analysis Technique

In the assessment of student's responses on the capability of the Aurora State College of Technology to implement online enrollment in terms of technology awareness, affordability and accessibility, mean was used.

The indicators were measured using the following scale:

Range	Description	Verbal Interpretation
4.21 – 5.00	Strongly Agree	The implementation of the online enrollment highly meets all the criteria needed.
3.41 – 4.20	Agree	The implementation of the online enrollment meets all the criteria needed.
2.61 – 3.40	Neutral	The implementation of the online enrollment moderately meets the criteria needed.
1.81 – 2.60	Disagree	The implementation of the online enrollment does not meet some criteria needed.
1.00 - 1.80	Strongly Disagree	The implementation of the online enrollment did not meet all the criteria needed.

Table 1. Data interpretation for the student's responses on the capability of ASCOT to implement online enrollment.

In the assessment of responses from faculty and staff of the college on the capability of the Aurora State College of Technology to implement online enrollment in terms of technical aspect, affordability and accessibility, mean was used.

The indicators were measured using the following scale:

Range	Description	Verbal Interpretation
4.21 – 5.00	Strongly Agree	The implementation of the online enrollment highly meets all the criteria needed.
3.41 – 4.20	Agree	The implementation of the online enrollment meets all the criteria needed.
2.61 – 3.40	Neutral	The implementation of the online enrollment moderately meets the criteria needed.
1.81 – 2.60	Disagree	The implementation of the online enrollment does not meet some criteria needed.
1.00 - 1.80	Strongly Disagree	The implementation of the online enrollment did not meet all the criteria needed.

Table 2. Data interpretation for the faculty and staff responses on the capability of ASCOT to implement online enrollment.

In the assessment of responses from students and faculty and staff of the college on the capability of the Aurora State College of Technology to implement online enrollment in terms of intellectual awareness and social awareness, mean was used.

The indicators were measured using the following scale:

Range	Description	Verbal Interpretation
4.21 – 5.00	Strongly Agree	The implementation of the online enrollment highly meets all the criteria needed.
3.41 – 4.20	Agree	The implementation of the online enrollment meets all the criteria needed.
2.61 – 3.40	Neutral	The implementation of the online enrollment moderately meets the criteria needed.
1.81 – 2.60	Disagree	The implementation of the online enrollment does not meet some criteria needed.
1.00 - 1.80	Strongly Disagree	The implementation of the online enrollment did not meet all the criteria needed.

Table 3. Data interpretation for the students, faculty and staff responses on the capability of ASCOT to implement online enrollment.

IV. RESULTS AND DISCUSSION

The purpose of the study was to assess and verify if the online enrollment procedure is feasible for ASCOT or it just needs to retain its current enrollment procedure. Six indicators were used namely: technology awareness (for students and parents), technical aspect (for faculty and staff), affordability, accessibility, intellectual awareness and social awareness in the survey to measure and assess if ASCOT can implement the online enrollment process.

The survey dwells mainly in the following main topics:
Technology awareness: The ability to recognize and understand the usefulness of any new technology such as online enrollment for the betterment of all parties involved.
Technical aspect: The readiness of ASCOT to implement online enrollment in its institution.
Affordability. The costs and expenditure needed to implement the online enrollment and the possible effect on all parties.
Accessibility: The accessibility (ease of access) of online enrollment procedure on all parties.
Intellectual awareness: The knowledge and know-how on how to use/operate the online enrollment and its procedures and transactions.
Social awareness: The ability to take the perspective on how and what may be the effect of online enrollment of all parties.

The results are compiled from surveys from the two groups mainly: students and parents, and faculty and staffs. The survey covered the six indicators, with 17 to 18 questions per respondent.

This section presents the analysis of the collected data through the survey via questionnaire. The survey results are presented on Likert scale is considered an interval scale. The mean is very

significant. From (5)SA - Strongly Agree; (4)A - Agree; (3)N - Neutral; (2)D - Disagree; and (1)SD - Strongly Disagree with 3 scales indicating AGREE, NEUTRAL, and DISAGREE. All the survey data were usable and none had to be discarded.

Table-1: Types of respondents

Students and Parents	Faculties and Staff	Total
219 (92.41%)	18 (7.59%)	237 (100%)

Source: Questionnaire

As per Table-1, the survey consists of 92.41% students and parents, and 7.59% faculties and staff. So, majority of the respondents are the students and parents.

Table-2a: Technology Awareness (for students and parents)

	N	Minimum	Maximum	Mean	Interpretation
ITEM1	219	2	92	4.04	Agree
ITEM2	219	3	106	3.96	Agree
ITEM3	219	1	85	4.10	Agree
ITEM4	219	2	92	4.13	Agree
ITEM5	219	2	113	3.95	Agree
ITEM6	219	1	96	3.92	Agree
ITEM7	219	2	102	3.85	Agree

In the first item in Table-2a, the mean is 4.04. Hence, it means the majority of the students and parents agreed that ASCOT needs an upgrade to their current enrollment system.

Table-2b: Technology Awareness survey result for students and parents

(5)SA	(4)A	(3)N	(2)D	(1)SD	Total
55 (25.11%)	104 (47.49%)	49 (22.37%)	10 (4.57%)	1 (0.46%)	219 (100%)

As per Table-2b, it is found that 25.11% of the respondents strongly agree with the implementation of online enrollment in ASCOT, 47.49% respondents agreed with the pressing issue, 22.37% are neutral or undecided, 4.57% disagreed, and only 0.46% of the respondents strongly disagreed on the implementation. So, it is concluded that majority of the students and parents agreed on the implementation of online enrollment in ASCOT.

Table-3a: Affordability (for students and parents)

	N	Minimum	Maximum	Mean	Interpretation
ITEM1	219	8	85	3.49	Agree
ITEM2	219	3	104	3.81	Agree

In the items in Table-3a, the means are 3.49 and 3.81 respectively. Hence, it means the majority of the students and parents agreed in the potential increase in the fees of the students in ASCOT to budget the possible needs to purchase the system.

Table-3b: Affordability survey result for students and parents

(5)SA	(4)A	(3)N	(2)D	(1)SD	Total
40 (18.26%)	94 (42.92%)	60 (27.40%)	19 (8.68%)	6 (2.74%)	219 (100%)

On observation of Table-3b, it is found that 18.26% of the respondents strongly agree with the possible increase in the fees in ASCOT, 42.92% respondents agreed with the question, 27.40% are neutral or undecided, 8.68% disagreed, and 2.74% of the respondents strongly disagreed on the possible increase in the fees. So, it is concluded that majority of the students and parents agreed in the potential increase in the fees of the students in ASCOT to budget the possible needs to purchase the system.

Table-4a: Accessibility (for students and parents)

	N	Minimum	Maximum	Mean	Interpretation
ITEM1	219	1	115	3.85	Agree
ITEM2	219	2	80	3.58	Agree

In the items in Table-4a, the means are 3.85 and 3.58 respectively. Hence, it means the majority of the students and parents have devices like smartphones, tables, laptops and PCs that can be used in case for online enrollment and have reliable internet connection.

Table-4b: Accessibility survey result for students and parents

(5)SA	(4)A	(3)N	(2)D	(1)SD	Total
39 (17.58%)	97 (44.52%)	66 (30.37%)	15 (6.85%)	2 (0.68%)	219 (100%)

On question of accessibility for students and parents (Table-4b), 17.58% of the respondents strongly agree that their current devices can be used for online enrollment and have a stable internet connection, 44.52% respondents agreed with the question, 27.40% are neutral or undecided if either their device can be of use for online enrollment or if their internet connection is reliable, 6.85% disagreed, and 0.68% of the respondents strongly disagreed due to either their device is not compatible for online enrollment or their internet connection is not reliable. So, it is concluded that majority of the students and parents agreed that their device is capable to be use for online enrollment and they have reliable internet connection.

Table-5a: Technical Aspect (for faculties and staffs)

	N	Minimum	Maximum	Mean	Interpretation
ITEM1	18	0	11	4.56	Strongly Agree
ITEM2	18	1	9	4.28	Strongly Agree
ITEM3	18	0	7	4.06	Agree
ITEM4	18	0	6	3.61	Agree
ITEM5	18	1	10	3.94	Agree
ITEM6	18	0	8	4.00	Agree
ITEM7	18	0	7	4.11	Agree

In the first item in Table-5a, the mean is 4.56. Hence, it means the majority of the faculties and staffs strongly agreed that ASCOT needs to implement the online enrollment in their enrollment system.

Table-5b: Technical Aspect survey result for faculties and staffs

(5)SA	(4)A	(3)N	(2)D	(1)SD	Total
6 (33.33%)	8 (44.44%)	2 (11.11%)	1 (5.56%)	1 (5.56%)	18 (100%)

As per Table-5b, it is found that 33.33% of the respondents strongly agree with the needs to implement the online enrollment in ASCOT, 44.44% respondents agreed with the pressing issue, 11.11% are neutral or undecided, 5.56% disagreed, and 5.56% of the respondents strongly disagreed on the need to implement the online enrollment in ASCOT. So, it is concluded that majority of the faculties and staffs agreed on the needs to implement the online enrollment in ASCOT.

Table-6a: Affordability (for faculties and staffs)

	N	Minimum	Maximum	Mean	Interpretation
ITEM1	18	0	5	3.61	Agree
ITEM2	18	1	9	3.44	Agree

In the items in Table-6a, the means are 3.61 and 3.44 respectively. Hence, it means the majority of the faculties and staffs agreed in the increase in the fees of the students in ASCOT to budget the possible needs to purchase the system.

Table-6b: Affordability survey result for faculties and staffs

(5)SA	(4)A	(3)N	(2)D	(1)SD	Total
3 (16.67%)	7 (38.89%)	6 (33.33%)	1 (5.56%)	1 (5.56%)	18 (100%)

On observation of Table-6b, it is found that 16.67% of the respondents agree with the needs to increase the fees in ASCOT, 38.89% respondents agreed with the question, 33.33% are neutral or undecided, 5.56% disagreed, and 5.56% of the respondents strongly disagreed on the possible increase in the fees. So, it is concluded that majority of the faculties and staffs agreed in the needs to increase in the fees of the students in ASCOT to budget the possible needs to purchase the system.

Table-7a: Accessibility (for faculties and staffs)

	N	Minimum	Maximum	Mean	Interpretation
ITEM1	18	0	8	3.56	Agree

In the item in Table-7a, the mean is 3.56. Hence, it means the majority of the faculties and staffs agreed that ASCOT have a stable internet connection to facilitate the online enrollment.

Table-7b: Accessibility survey result for faculties and staffs

(5)SA	(4)A	(3)N	(2)D	(1)SD	Total
2 (11.11%)	8 (44.44%)	7 (38.89%)	0 (0%)	1 (5.56%)	18 (100%)

In the question of accessibility for the faculties and staffs in ASCOT (Table-7b), 11.11% of the respondents strongly agree that the institution has stable internet connection, 44.44% respondents agreed with the question, 38.89% are neutral or undecided if the internet connection of ASCOT is reliable, and 5.56% of the respondents strongly disagreed that ASCOT has a reliable internet connection. So, it is concluded that majority of the students and staffs agreed that ASCOT has a reliable internet connection to facilitate the online enrollment.

Table-8a: Intellectual Awareness (all respondents)

	N	Minimum	Maximum	Mean	Interpretation
ITEM1	237	2	106	3.82	Agree
ITEM2	237	4	96	3.58	Agree
ITEM3	237	12	88	3.25	Neutral
ITEM4	237	4	99	3.68	Agree

In the first item in Table-8a, the mean is 3.82. Hence, it means the majority of the respondents are able to do online transactions. Though in the third item, the mean is 3.25 which means most of the respondents are still uncertain if they can use the online enrollment system without aid from a technical person.

Table-8b: Intellectual Awareness survey result

(5)SA	(4)A	(3)N	(2)D	(1)SD	Total
35 (14.77%)	89 (37.55%)	81 (34.18%)	25 (10.55%)	7 (2.95%)	237 (100%)

According to the Table-8b, 14.77% of the respondents strongly agree that they are able to use online transactions and can

understand easily the online enrollment, 37.55% respondents agreed with the question, 34.18% are still uncertain if they can do online transactions and/or can understand easily the online enrollment without aid, 10.55% disagreed and most still need aid of a technical person to use the online enrollment, and 2.95% of the respondents strongly disagreed that they can use online transaction and online enrollment without aid. So, it is concluded that majority of the respondents have knowledge and know-how on how to use online transactions and online enrollment.

Table-9a: Social Awareness (all respondents)

	N	Minimum	Maximum	Mean	Interpretation
ITEM1	237	1	107	3.97	Agree
ITEM2	237	1	106	3.93	Agree
ITEM3	237	3	101	3.76	Agree
ITEM4	237	4	103	3.80	Agree

In the first item in Table-9a, the mean is 3.97. Hence, it means the majority of the respondents are able to communicate online via email or other media platforms

Table-9b: Social Awareness survey result

(5)SA	(4)A	(3)N	(2)D	(1)SD	Total
56 (23.63%)	104 (43.88%)	67 (28.27%)	8 (3.38%)	2 (0.84%)	237 (100%)

According to the Table-9b, 23.63% of the respondents strongly agree that it is easier to conduct the online enrollment than the current enrollment system, 43.88% respondents agreed with the question, 28.27% are still undecided, 3.38% disagreed and still prefer the current enrollment system, and 2.95% of the respondents strongly disagreed. So, it is concluded that majority of the respondents have positive feedback on the online enrollment as most are already able to communicate online via email or other media platforms.

The researchers were guided by this issue: how to ease the burden of faculties and staffs, the students, and the parents during enrollment in ASCOT especially in this time of pandemic?

The results of this study indicate that though there are some uncertainties with the online enrollment process, majority of the respondents are in favor of its implementation in ASCOT.

V. Findings, Conclusions and Recommendations

5.1 Findings

Based on the data gathered and analyzed, a mean of 4.04 entails students' and parents' agreement to online enrolment procedure, and a mean of 4.56 shows the faculties and staffs' strong agreement to the said procedure. It also signifies students and parents' desire to replace their traditional enrolment system as confirmed by the 65.20% result of the survey. In the survey done for faculties, and staffs, the results show that 62.96% of them also want to switch into the new system.

Moreover, 60.27% of the respondents answered that they are technically astute in filling up online forms and accessing the website. It can reduce their concern of losing or misplacing their paperwork as online procedure is more organized and automated.

5.2 Conclusions

Based on the results of the survey, it can therefore be concluded that the online enrolment procedure is feasible for ASCOT and the conduction of which will be beneficial to the school faculties, staffs, students, and as well as to the parents. This procedure will lessen their fear of getting infected with the COVID-19 virus, and it will be convenient and affordable for many. It can also be inferred that they want to shift from their current enrolment system which is face-to-face into online enrolment procedure. Although there will be additional fees due to information processing costs, it can be offset by many benefits students and parents will receive from it.

5.3 Recommendations

- Online enrolment procedure is recommended to be implemented and to be continued further although the pandemic has ended.
- The administrators in charge in the implementation of the online enrolment procedure should be technically knowledgeable to set it up and to answer the queries of the students and parents.
- There should be a thorough study of the online system manual so that it will be accessible and user-friendly.
- The in-person enrolment should still be allowed for those who cannot pass their requirements online.

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