How to Print your Form 5
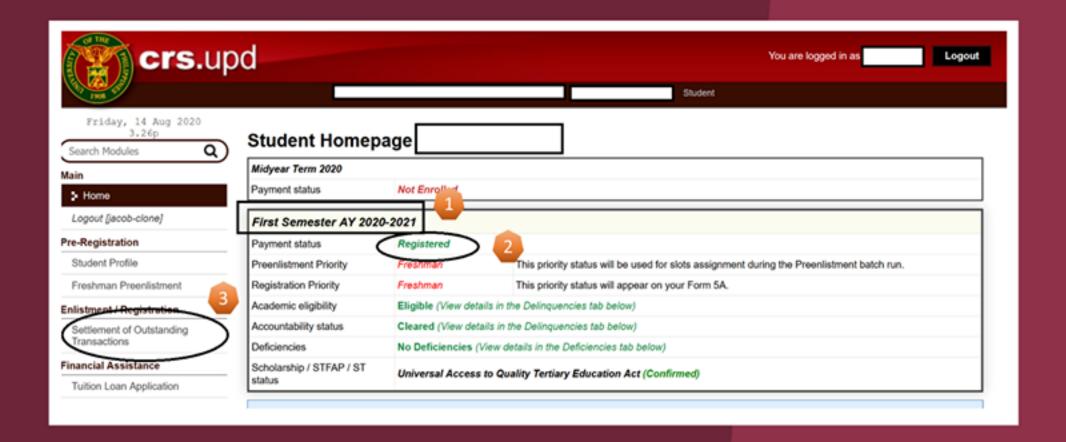
Step 1: Go to your CRS account and check your Payment Status for the First Semester AY 2020-2021 in your home screen.

Step 2: If your status says "Registered", go to your "Settlement of Outstanding Transaction" module.

Step 3: Click on the "Completed Transactions" tab.

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Step 4: Choose First Semester and type "2020" in the AY box and click on the "Load Completed Transactions" button

Step 5: Click the "Print Form" on the right side of the screen.