



基立学院 JUBILEE CHRISTIAN ACADEMY

Saved to serve with love and excellence for the Great Commission.

DATE : January 06, 2021

TO : PARENTS / GUARDIANS OF SENIOR HIGH SCHOOL

FROM : MRS. ROSELLE T. CLEMENIA
Property Manager

SUBJECT : 1. INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SUPPORT SERVICE
2. DONATION TO COMMUNITY CARE OF UNCLAIMED PERSONAL BELONGINGS

A blessed New Year to everyone.

1. As we welcome the year 2021, the School would like to extend the ICT support service to all JCA parents who need on-line technical support related to on-line class. ICT Personnel will be available to extend on-line technical assistance on concerns related to:
 - 1.1. Problem with JCA official email address (e.g., forgotten password)
 - 1.2. Technical difficulties on Google meet/classroom (e.g., during on line class)
 - 1.3. Technical difficulties on accessing e-book (e.g., lost accounts)
 - 1.4. Minor troubleshooting on prescribed device
 - 1.5. Contact details:

ICT Personnel	Mr. Alexander M. Ang
Telephone Number	8294-0843 to 45 loc. 302
Viber Number	+639279565305
Email Address	
Doña Hemady Campus	ictdh@jca.edu.ph
E. Rodriguez Campus	icter@jca.edu.ph
Google meet (by appointment)	
Doña Hemady Campus	ictdh@jca.edu.ph
E. Rodriguez Campus	icter@jca.edu.ph
Schedule	Monday to Friday - 8:00 am to 10:00 am



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- 1.5. For problems related to your newly acquired device bought from Senco Link Technologies, please see the following details:

Contact Person	Mr. Jabbar B. Baroga - Product Consultant
Contact Numbers	8-893-4103 Loc. 105 / 0917-5418897
Email Address	jabbarbaroga@sencolink.com / jabzbaroga@icloud.com

2. In spite of the two schedules set for all students to claim their personal belongings, there are still unclaimed items. Due to the need to clear all the classrooms, please be reminded that all the unclaimed personal belongings will be donated to our Community Care recipient as mentioned in the previous circulars issued by your child's respective department.

2.1. Property Department Year-end Requirements, School Year (SY) 2020-2021

2.2. Release of School Year (SY) 2019-2020 Academic Documents, Awards, and Unclaimed Belongings

Thank you for your continuous cooperation.