



Lapulapu-Cebu International College
Center for English Language Studies

MyCamu 학생 이용자 가이드

목차

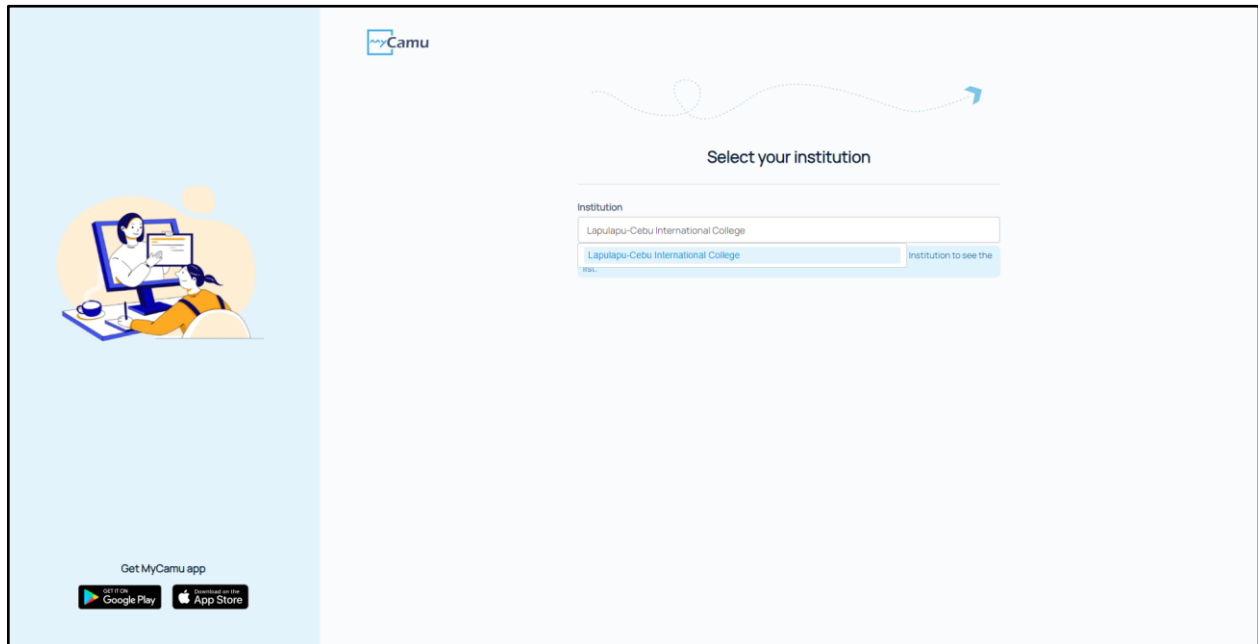
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로그인 안내 및 비밀번호 관리

홈페이지 링크: <https://www.mycamu.com>

소속 기관: Lapulapu-Cebu International College

1. 링크에 접속시 첫 화면에서는, 학생이 속해있는 기관을 선택하게 됩니다.
"Lapulapu-Cebu International College"를 입력 후 선택해주세요



아이디와 비밀번호를 이용한 로그인

아이디는 개인 이메일 주소,
비밀번호는 본인의 생년월일을 사용합니다. : DD(일)-MM(월)-YYYY(연도)
예. 생일이 1998년 12월 15일인 경우, 비밀번호: 15-12-1998
입력이 끝난 후, Login 버튼을 클릭해주세요..

예시:
아이디: `juan.delacruz@gmail.com`
비밀번호: 15-12-1998

The Era of Exam and Result Management System
[Learn more](#)

Camu

LAPULAPU CEBU INTERNATIONAL COLLEGE
LapuLapu Cebu International College
[Not from LapuLapu Cebu International College?](#)

Login to Camu

User name
your lpic email address

Password
octoze

[Forgot password?](#)

Login

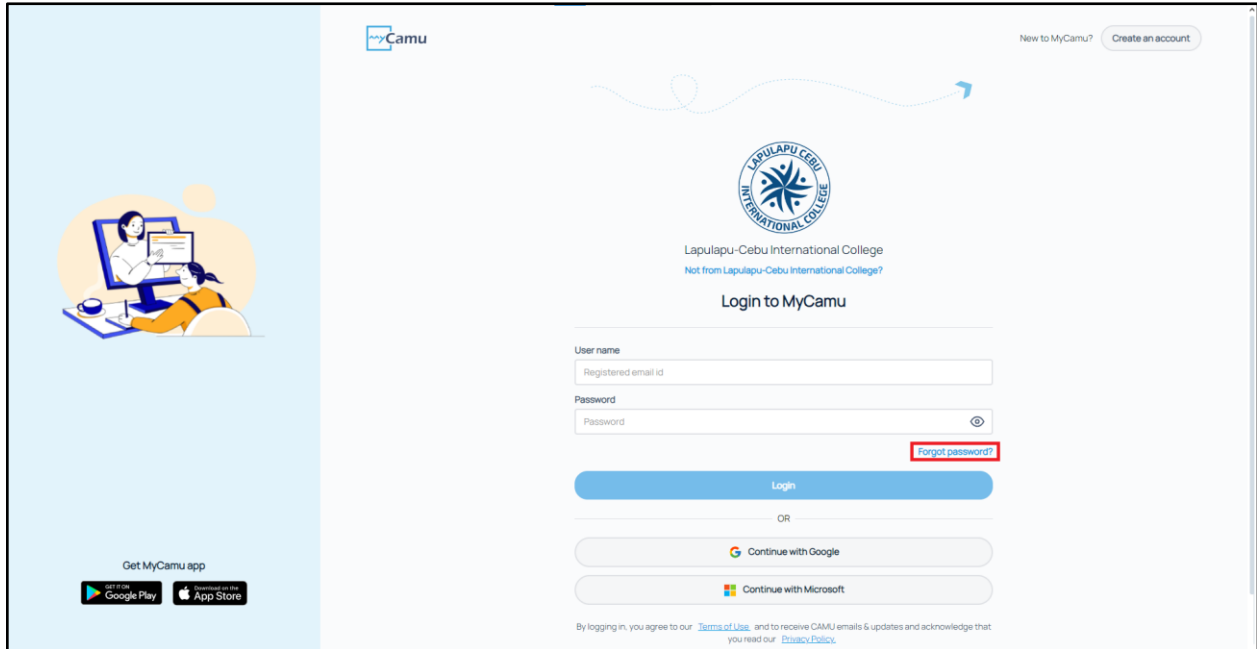
OR

[Continue with Google](#)

Get Camu app
[Get it on Google Play](#) [Download on the App Store](#)

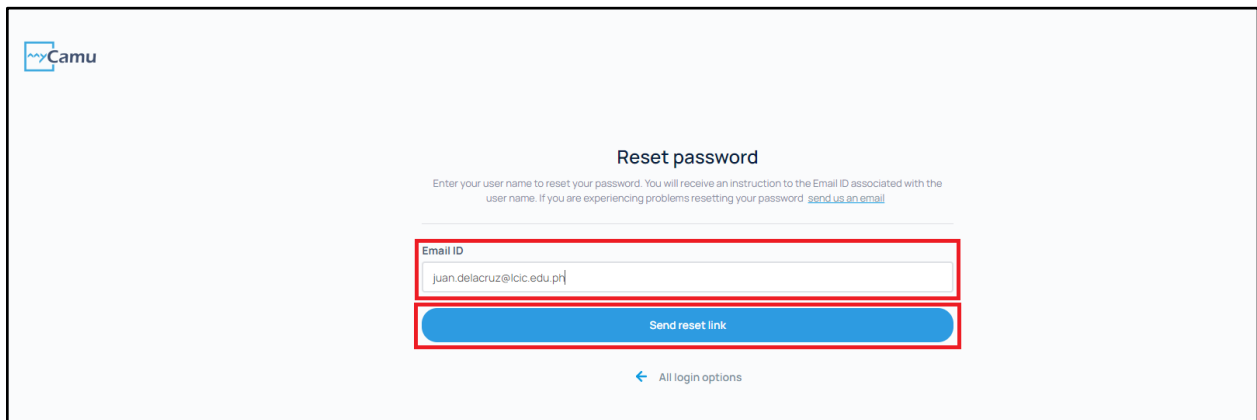
비밀번호 찾기

1. Forgot Password 링크를 클릭합니다.



The screenshot shows the MyCamu login interface. On the left, there is a blue sidebar with an illustration of two people at a computer and a 'Get MyCamu app' section with Google Play and App Store logos. The main content area features the MyCamu logo, the Lapulapu-Cebu International College logo, and the text 'Lapulapu-Cebu International College' and 'Not from Lapulapu-Cebu International College?'. Below this is the 'Login to MyCamu' section with input fields for 'User name' (containing 'Registered email id') and 'Password'. A blue 'Login' button is present, along with 'Continue with Google' and 'Continue with Microsoft' options. A red box highlights the 'Forgot password?' link located below the password field. At the bottom, there is a small disclaimer: 'By logging in, you agree to our Terms of Use, and to receive CAMU emails & updates and acknowledge that you read our Privacy Policy.'

2. Enter your LCIC 이메일 주소를 입력한 후, Send reset link 버튼을 클릭합니다.

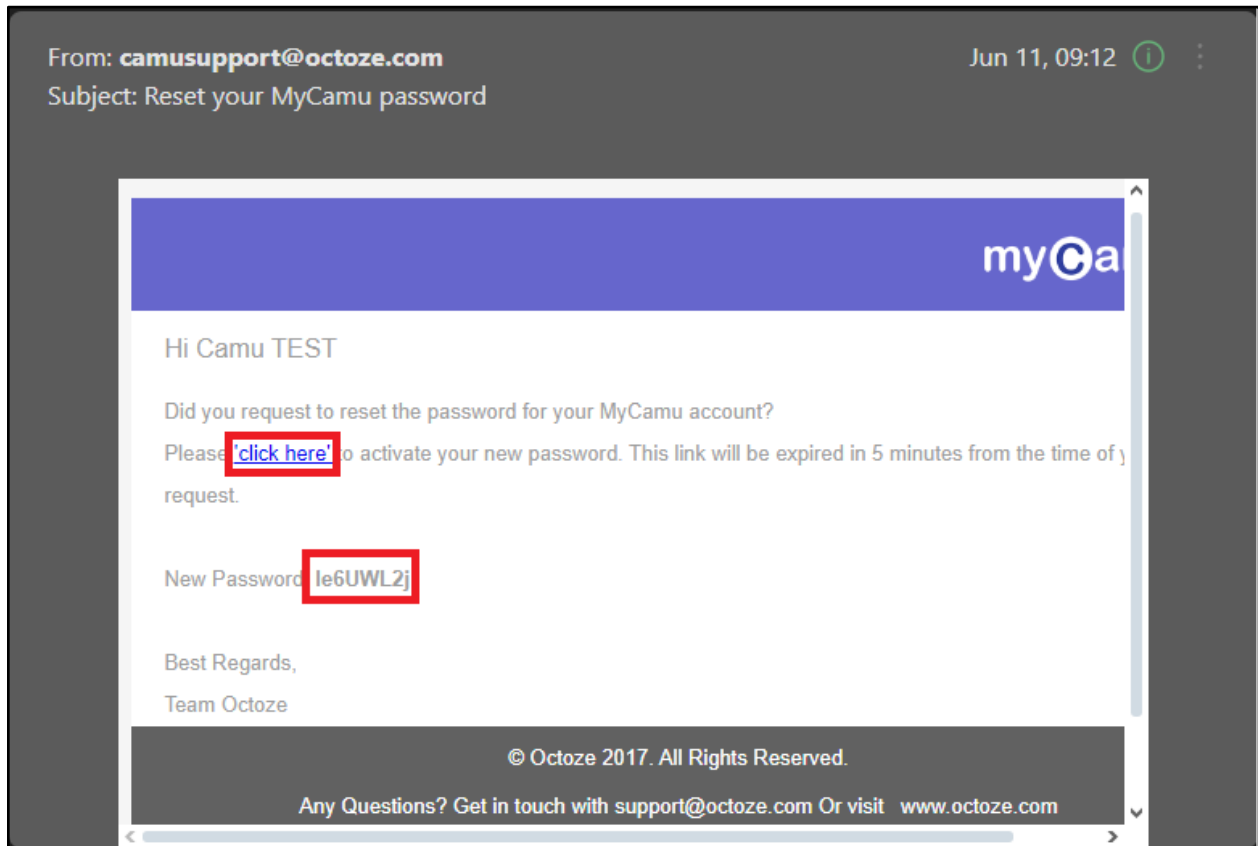


The screenshot shows the 'Reset password' page. At the top left is the MyCamu logo. The main heading is 'Reset password'. Below it, a message reads: 'Enter your user name to reset your password. You will receive an instruction to the Email ID associated with the user name. If you are experiencing problems resetting your password send us an email'. There is an input field for 'Email ID' containing the text 'juan.delacruz@lcic.edu.ph'. A blue 'Send reset link' button is located below the input field. A red box highlights both the input field and the button. At the bottom, there is a link: '← All login options'.

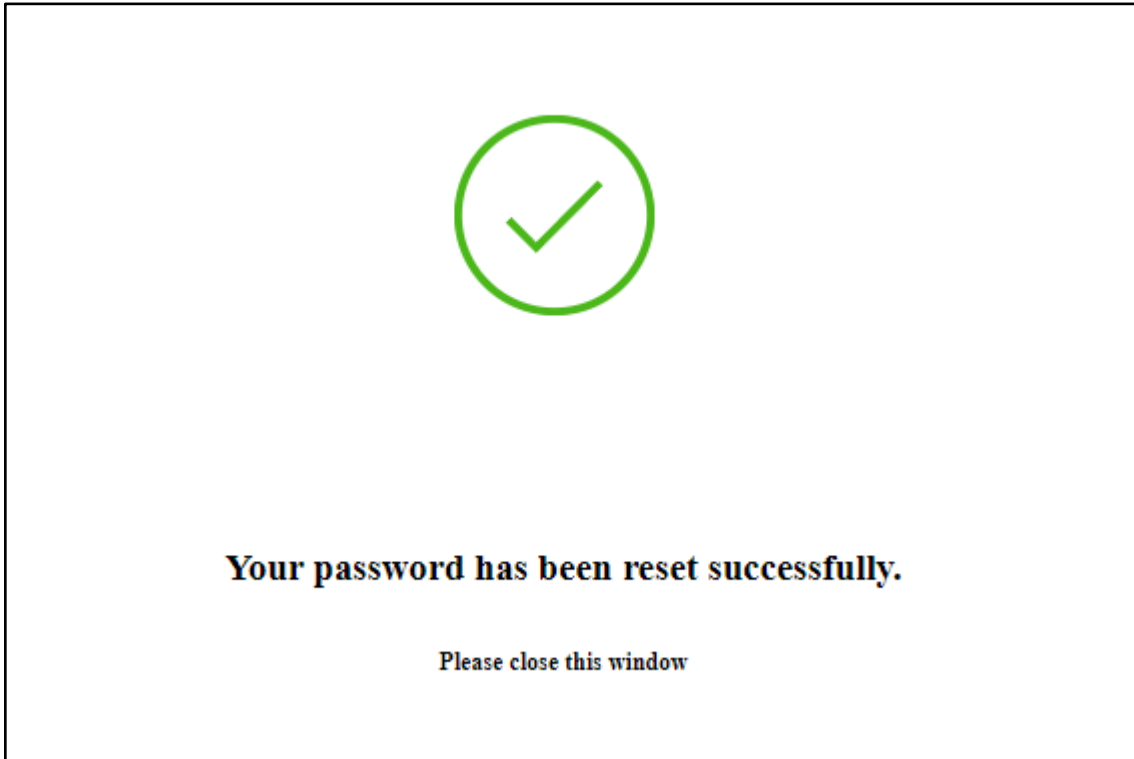
3. LCIC 이메일 주소를 통해 발송된 임시 MyCamu 비밀번호를 확인할 수 있습니다.

임시 비밀번호를 복사한 후 “click here” 링크를 클릭합니다.

중요사항: 이 링크는 발송 후 5분간만 유효합니다. 발송 후 5분이 지난 링크를 클릭할 시 오류가 발생할 수 있습니다. 오류 발생시, steps 1 과 2 를 반복하여 임시 비밀번호를 새로 발급받아야 합니다.



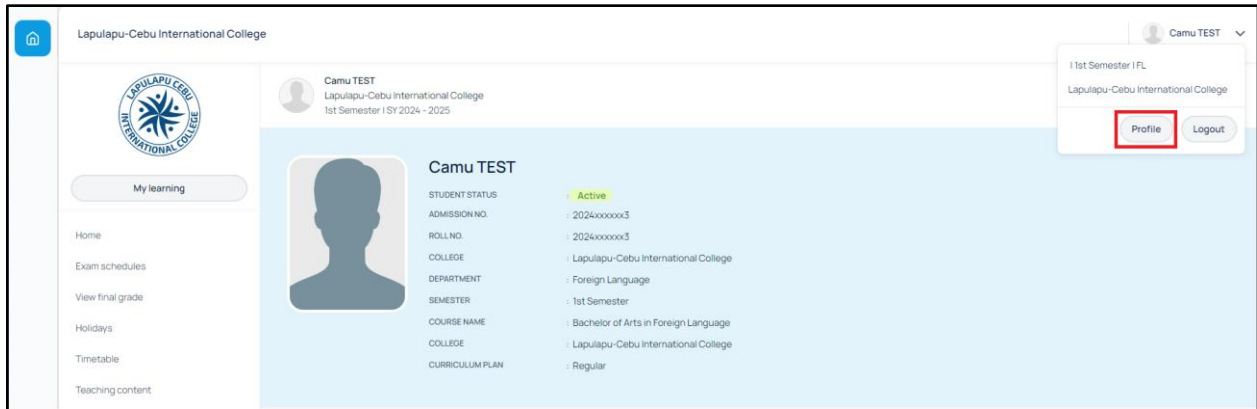
4. 유효기간 내에 “click here” 링크를 클릭하면, 아래와 같은 확인 메시지를 확인할 수 있습니다.



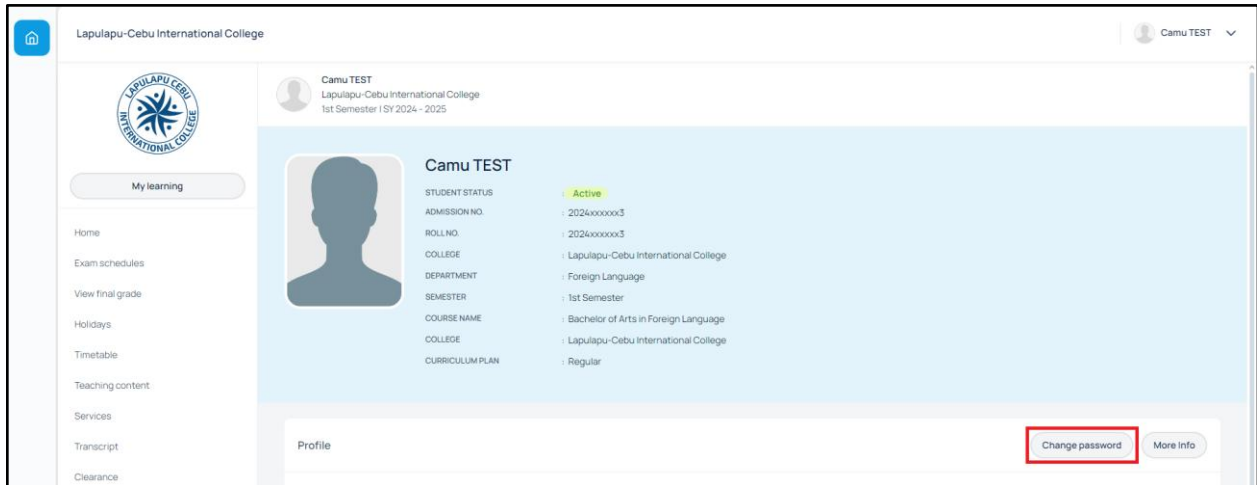
5. 해당 메시지를 확인한 후, <https://www.mycamu.com/> 로 다시 접속하면, 새로운 비밀번호로 로그인 할 수 있습니다.

비밀번호 변경

1. 로그인 후, 화면 우측 상단 이름 옆에 위치한 드롭박스 버튼을 클릭한 후, 프로필 버튼을 클릭합니다.



2. 화면 우측 하단의 Change Password 을 클릭합니다.



3. 현재 비밀번호(Current password), 새 비밀번호(New password), 그리고 비밀번호 확인(Confirm password)을 위해 새 비밀번호를 한 번 더 입력한 후, Save 버튼을 클릭합니다.

Change password ✕

Current password

New password

Password must be at least 8 characters long, contain at least one number, one special character and have a mixture of uppercase or lowercase letters.

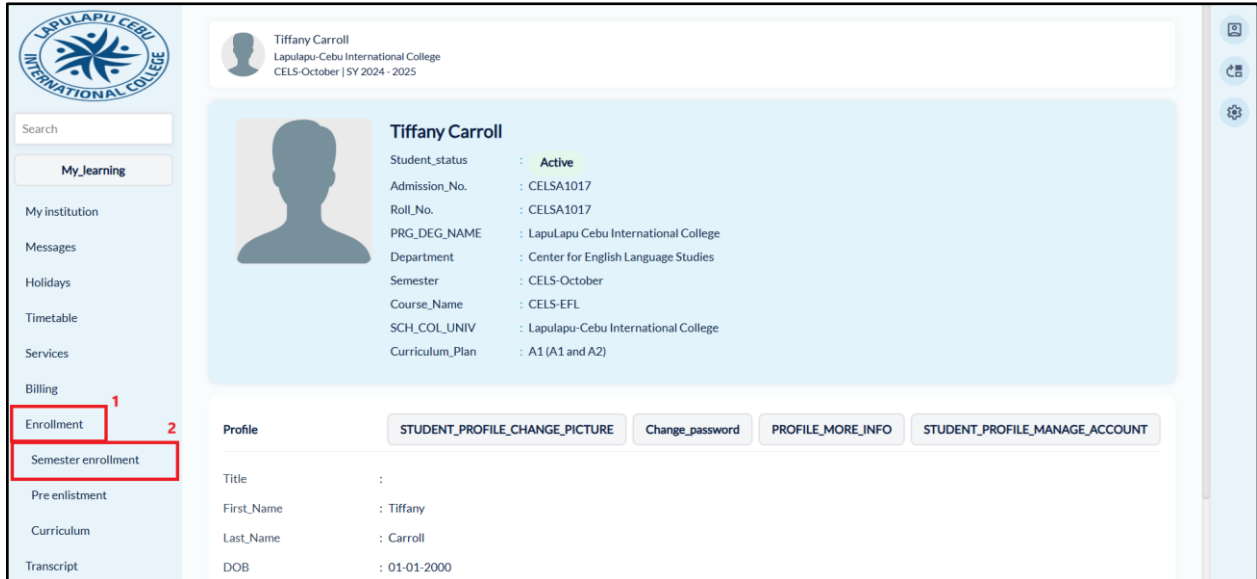
Confirm password

[Reset](#) Cancel Save

My Camu 수강신청 안내

수강신청

1. 로그인 후 좌측 메뉴의 Enrollment > Semester Enrollment 를 클릭합니다.



Search

My Learning

My institution

Messages

Holidays

Timetable

Services

Billing

Enrollment ¹

Semester enrollment ²

Pre enlistment

Curriculum

Transcript

LAPULAPU CEBU INTERNATIONAL COLLEGE

Tiffany Carroll
Lapulapu-Cebu International College
CELS-October | SY 2024 - 2025

Tiffany Carroll

Student_status : Active

Admission_No. : CELSA1017

Roll_No. : CELSA1017

PRG_DEG_NAME : Lapulapu Cebu International College

Department : Center for English Language Studies

Semester : CELS-October

Course_Name : CELS-EFL

SCH_COL_UNIV : Lapulapu-Cebu International College

Curriculum_Plan : A1 (A1 and A2)

Profile

STUDENT_PROFILE_CHANGE_PICTURE Change_password PROFILE_MORE_INFO STUDENT_PROFILE_MANAGE_ACCOUNT

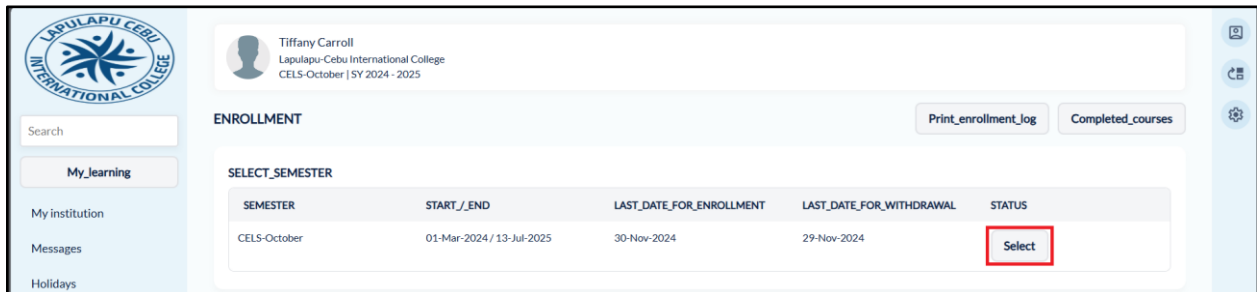
Title :

First_Name : Tiffany

Last_Name : Carroll

DOB : 01-01-2000

2. 수강신청을 위해 본인의 해당 학기를 확인하고, Select 버튼을 클릭합니다.



LAPULAPU CEBU INTERNATIONAL COLLEGE

Tiffany Carroll
Lapulapu-Cebu International College
CELS-October | SY 2024 - 2025

ENROLLMENT

Print_enrollment_log Completed_courses

SELECT_SEMESTER

| SEMESTER | START_/END | LAST_DATE_FOR_ENROLLMENT | LAST_DATE_FOR_WITHDRAWAL | STATUS |
|--------------|---------------------------|--------------------------|--------------------------|--------|
| CELS-October | 01-Mar-2024 / 13-Jul-2025 | 30-Nov-2024 | 29-Nov-2024 | Select |

3. 우측 상단의 검색바를 통해 수강신청할 교과목을 검색할 수 있습니다.

Full_Registration All_Exams_Terminal_Exam

SEMESTER_ENROLLMENT_TOTAL_CREDITS_ENROLLED - 0/120

Search

My_Learning

My institution

Messages

Holidays

Timetable

Services

Billing

Enrollment

Transcript

Announcement

Courses_offered All Enrolled Not_Enrolled

SDG for EFL 1 [24 Credits] Full_Registration

[Course overview](#)

Sustainable development goals for efl (a1)

A1-Class B CELS - TBA FACULTY 5

Date : 07-10-2024 to 08-11-2024

Monday : 14:30 - 16:00

Tuesday : 10:10 - 11:40

Wednesday : 12:50 - 14:20

Friday : 10:10 - 11:40

Enroll

Check_status

No_of_Attempts: 0

A1-Class A CELS - ESL Teacher 1.

Date : 07-10-2024 to 08-11-2024

Monday : 14:30 - 16:00

Tuesday : 10:10 - 11:40

Wednesday : 12:50 - 14:20

Friday : 10:10 - 11:40

Enroll

Check_status

No_of_Attempts: 0

SDG for EFL 2 [24 Credits] Full_Registration

[Course overview](#)

4. 본인이 수강하고 싶은 교과목을 선택한 후 Enroll 버튼을 클릭하여 신청합니다.

★ ECS 2 [24 Credits] Full_Registration

[Course overview](#)

English communication skills 2 (a2)

A2-Class A CELS - EDMER LEEN JOY USAD

Date : 28-10-2024 to 08-11-2024

Tuesday : 12:50 - 14:20

Wednesday : 14:30 - 16:00

Thursday : 12:50 - 14:20

Friday : 14:30 - 16:00

Enroll

Check_status

No_of_Attempts: 0

ET 1 [24 Credits] Full_Registration

[Course overview](#)

English for travel (a1)

A1-Class B CELS - TBA FACULTY 5

Date : 07-10-2024 to 08-11-2024

Monday : 12:50 - 14:20

Tuesday : 14:30 - 16:00

Thursday : 14:30 - 16:00

Friday : 12:50 - 14:20

Enroll

Check_status

No_of_Attempts: 0

A1-Class A CELS - MARK RYEN ANDERSON

Date : 07-10-2024 to 08-11-2024

Monday : 12:50 - 14:20

Tuesday : 14:30 - 16:00

Thursday : 14:30 - 16:00

Friday : 12:50 - 14:20

Enroll

- a. 잔여 수강신청 가능 인원 확인 - **Check Status** 버튼을 클릭하면, 현재 해당 강의를 신청한 학생 수와, 잔여 신청 가능 인원 수를 확인할 수 있습니다.

SEMESTER_ENROLLMENT_TOTAL_CREDITS_ENROLLED - 24/120

Full_Registration All_Exams_/Terminal_Exam

Courses_offered All Enrolled Not_enrolled

Search Type_a_subject_name...

BE 1 [24 Credits] Full_Registration

[Course overview](#)

Business english (a1)

A1-Class B CELS - TBA FACULTY 5

Date : 07-10-2024 to 08-11-2024

Monday : 08:30 - 10:00

Wednesday : 08:30 - 10:00

Thursday : 10:10 - 11:40 10:10 - 11:40

Check_status: 15/15 No_of_Attempts: 0

Enroll

A1-Class A CELS - JOEMARI ORBESO

Date : 07-10-2024 to 08-11-2024

Monday : 08:30 - 10:00

Wednesday : 08:30 - 10:00

Thursday : 10:10 - 11:40 10:10 - 11:40

Check_status No_of_Attempts: 0

Enroll

- b. 신청과목 확인 - 페이지 상단의 학기 등록 총 학점을 확인하고, 수강신청한 학점 합계와 최대 허용학점을 확인하며 신청합니다.

SEMESTER_ENROLLMENT_TOTAL_CREDITS_ENROLLED - 24/120

Full_Registration All_Exams_/Terminal_Exam

Courses_offered All Enrolled Not_enrolled

Search Type_a_subject_name...

BE 1 [24 Credits] Full_Registration

[Course overview](#)

Business english (a1)

A1-Class B CELS - TBA FACULTY 5

Date : 07-10-2024 to 08-11-2024

Monday : 08:30 - 10:00

Wednesday : 08:30 - 10:00

Thursday : 10:10 - 11:40 10:10 - 11:40

Check_status: 15/15 No_of_Attempts: 0

Enroll

A1-Class A CELS - JOEMARI ORBESO

Date : 07-10-2024 to 08-11-2024

Monday : 08:30 - 10:00

Wednesday : 08:30 - 10:00

Thursday : 10:10 - 11:40 10:10 - 11:40

Check_status No_of_Attempts: 0

Enroll

C. 모든 교과목을 신청하게 되면 CELS 사무실에서 학생의 수강신청을 확인하고, 승인합니다. 신청된 교과목들은 승인이 완료된 후에 확정됩니다.

Total Credits Enrolled - 9/27

FULL REGISTRATION ALL EXAMS / TERMINAL EXAM

Courses offered All Enrolled Not Enrolled

★ FL10 [3 Credits]
[Course overview](#)
Special Topics in Japanese Language Full Registration ▾

BAFL 1A, FL - John Clear
Date: 09-03-2024 to 31-12-2024
Tuesday: 15:00 - 17:00 Enroll

 No. of attempts: 0

★ GE1 [3 Credits]
[Course overview](#)
Understanding the Self Full Registration ▾

BAFL 1A, FL - John Clear
Date: 09-03-2024 to 31-12-2024
Monday: 10:30 - 12:00
Wednesday: 10:30 - 12:00

 No. of attempts: 0

수강취소

1. 좌측 메뉴의 Enrollment > Semester Enrollment 를 클릭합니다.

The screenshot shows the student profile page for Tiffany Carroll. The left sidebar contains a menu with 'Enrollment' and 'Semester enrollment' highlighted in red boxes, with numbers 1 and 2 indicating the click points. The main content area displays student information: Student_status: Active, Admission_No.: CELSA1017, Roll_No.: CELSA1017, PRG_DEG_NAME: Lapulapu Cebu International College, Department: Center for English Language Studies, Semester: CELS-October, Course_Name: CELS-EFL, SCH_COL_UNIV: Lapulapu-Cebu International College, Curriculum_Plan: A1 (A1 and A2). Below this is a 'Profile' section with buttons for 'STUDENT_PROFILE_CHANGE_PICTURE', 'Change_password', 'PROFILE_MORE_INFO', and 'STUDENT_PROFILE_MANAGE_ACCOUNT'. A 'Title' field is empty, and 'First_Name' and 'Last_Name' are 'Tiffany' and 'Carroll' respectively. The 'DOB' is '01-01-2000'.

2. 수강과목을 변경할 학기의 Select 버튼을 클릭합니다.

The screenshot shows the 'ENROLLMENT' page. The 'SELECT_SEMESTER' table has one row for 'CELS-October' with a 'Select' button highlighted in a red box. The table columns are SEMESTER, START_/END, LAST_DATE_FOR_ENROLLMENT, LAST_DATE_FOR_WITHDRAWAL, and STATUS. There are also buttons for 'Print_enrollment_log' and 'Completed_courses'.

| SEMESTER | START_/END | LAST_DATE_FOR_ENROLLMENT | LAST_DATE_FOR_WITHDRAWAL | STATUS |
|--------------|---------------------------|--------------------------|--------------------------|--------|
| CELS-October | 01-Mar-2024 / 13-Jul-2025 | 30-Nov-2024 | 29-Nov-2024 | Select |

3. Enrolled 분류 버튼을 클릭하면, 신청 및 승인이 완료된 교과목 목록을 확인할 수 있습니다..

The screenshot shows the course enrollment page for Frances Flores. The 'Total Credits Enrolled - 16/27' is displayed. The 'COURSES OFFERED' section has 'Enrolled' selected. The course list includes 'COG1 [3 Credits]' with a 'Full Registration' dropdown. Below it is 'BAFL3A, FL - TBA FACULTY 30' with a 'Drop' button. The 'Check status' button is at the bottom left, and 'No. of attempts: 0' is at the bottom right.

4. Drop/Withdraw 버튼을 누르면 신청한 강의 교과목을 취소할 수 있습니다.

ET 1 [24 Credits] Full_Registration

[Course overview](#)

English for travel (a1)

Enrolled

A1-Class B CELS - TBA FACULTY 5

Date : 07-10-2024 to 08-11-2024

Monday : 12:50 - 14:20

Tuesday : 14:30 - 16:00

Thursday : 14:30 - 16:00

Friday : 12:50 - 14:20

Check_status

A1-Class A CELS - MARK RYEN ANDERSON

Date : 07-10-2024 to 08-11-2024

Monday : 12:50 - 14:20

Tuesday : 14:30 - 16:00

Thursday : 14:30 - 16:00

Friday : 12:50 - 14:20

Check_status

No_of_Attempts: 0

Withdraw

Enroll

No_of_Attempts: 0

5. 수강 취소 버튼을 클릭하면 강의 상태가 보류중으로 변경되며, CELS 사무실에서 수강취소 신청 여부를 승인 한 이후에 취소가 확정됩니다.

ET 1 [24 Credits] Full_Registration

[Course overview](#)

English for travel (a1)

Pending

A1-Class B CELS - TBA FACULTY 5

Date : 07-10-2024 to 08-11-2024

Monday : 12:50 - 14:20

Tuesday : 14:30 - 16:00

Thursday : 14:30 - 16:00

Friday : 12:50 - 14:20

Check_status

A1-Class A CELS - MARK RYEN ANDERSON

Date : 07-10-2024 to 08-11-2024

Monday : 12:50 - 14:20

Tuesday : 14:30 - 16:00

Thursday : 14:30 - 16:00

Friday : 12:50 - 14:20

Check_status

No_of_Attempts: 0

PENDING_WITHDRAWAL

Enroll

No_of_Attempts: 0

수강 정정 요청

제출 요청

1. 메뉴에서 **Service** 로 이동합니다

The screenshot shows the student dashboard for Lapulapu-Cebu International College. The user is logged in as 'TEST - EFL Student'. The dashboard includes a navigation menu on the left with items like 'My learning', 'Exam schedules', 'View final grade', 'Holidays', 'Timetable', and 'Services'. The 'Services' item is highlighted with a red box. The main content area displays a notification about the 'LCIC-CELS January 2025 Class Schedule' and a student profile for 'TEST - EFL Student' with details such as 'STUDENT STATUS: Active', 'ADMISSION NO.: 20240000003', and 'COLLEGE: Lapulapu-Cebu International College'.

2. **New service request** 버튼을 클릭합니다

The screenshot shows the student dashboard with the 'Services' menu item selected. The 'Services' section is active, showing 'IN PROGRESS' and 'COMPLETED' tabs. A red box highlights the '+ New service request' button in the top right corner of the Services section. Below the button, a message states 'No record(s) found.'.

3. **[CELS] Changing of Subjects** 을 클릭합니다

The screenshot shows the 'New service request' page. The page title is 'New service request'. There is a search bar with the placeholder text 'Search service'. Below the search bar, a list of service options is displayed. The option '[CELS] Changing of Subjects' is highlighted with a red box. The text 'CELS' is visible below the main option text.

4. 과목 변경 양식 작성

참고: 브라우저의 다른 탭에서 제공된 링크를 열어 제공된 과목, 교사, 방 번호를 확인하세요.

Lapulapu-Cebu International College

TEST - EFL Student

Changing / Adding / Dropping of Subjects Form

*CEFR Level
A2

CHANGE

*From (subject)
ET 2

*To (subject)
Copy this link to your browser to open all classes available: <https://tinyurl.com/lcic-ceis-jan2025>
ET 2

*Room (new class)
Copy this link to your browser to open all classes available: <https://tinyurl.com/lcic-ceis-jan2025>
401

REASON

*Reason
Too Easy / Too Difficult

5. 완료되면 페이지 하단에 있는 제출 버튼을 클릭하세요.

Lapulapu-Cebu International College

TEST - EFL Student

ET 2

Room (new class)
401

REASON

*Reason
Too Easy / Too Difficult

Others, please specify

Remarks
Enter remarks

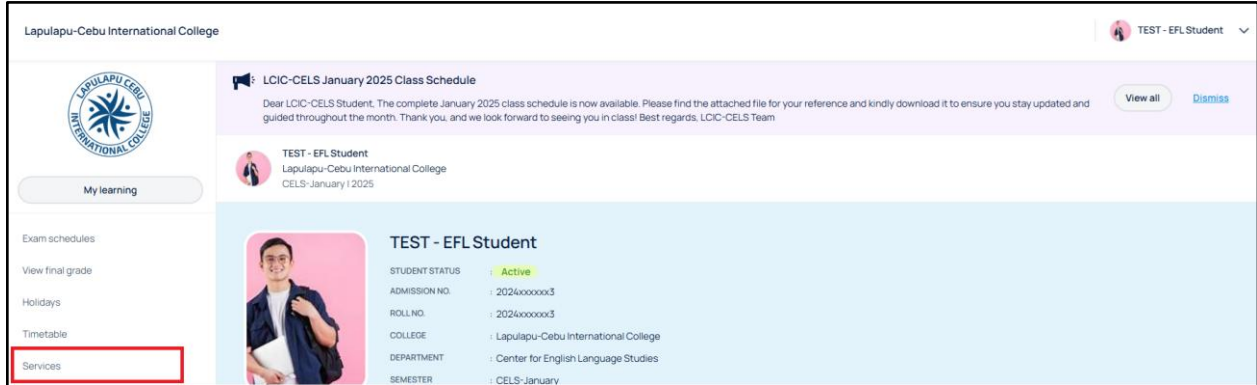
Attachments (Upload .xlsx, .jpg, .pdf, .png, .doc, .docx)
Choose a file

Submit

추가 정보 제공

시스템 요청에 추가 정보가 필요하다고 나온 경우 지침을 따르세요.

1. 메뉴에서 **Service** 로 이동합니다.

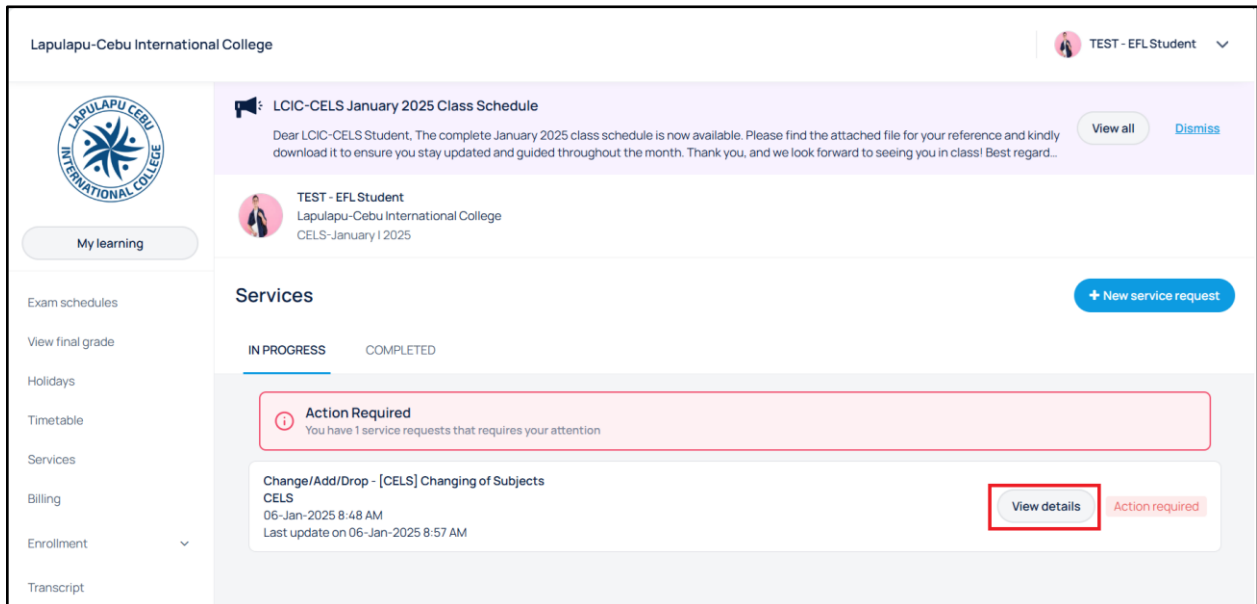


The screenshot shows the student dashboard for Lapulapu-Cebu International College. The user is logged in as 'TEST - EFL Student'. A notification banner at the top reads 'LCIC-CELS January 2025 Class Schedule' with a 'View all' button. Below the notification, the student's profile is displayed, including their name, college, and semester. A table of student details is shown:

| | |
|----------------|-------------------------------------|
| STUDENT STATUS | Active |
| ADMISSION NO. | 20240000003 |
| ROLL NO. | 20240000003 |
| COLLEGE | Lapulapu-Cebu International College |
| DEPARTMENT | Center for English Language Studies |
| SEMESTER | CELS-January |

On the left sidebar, the 'Services' menu item is highlighted with a red box.

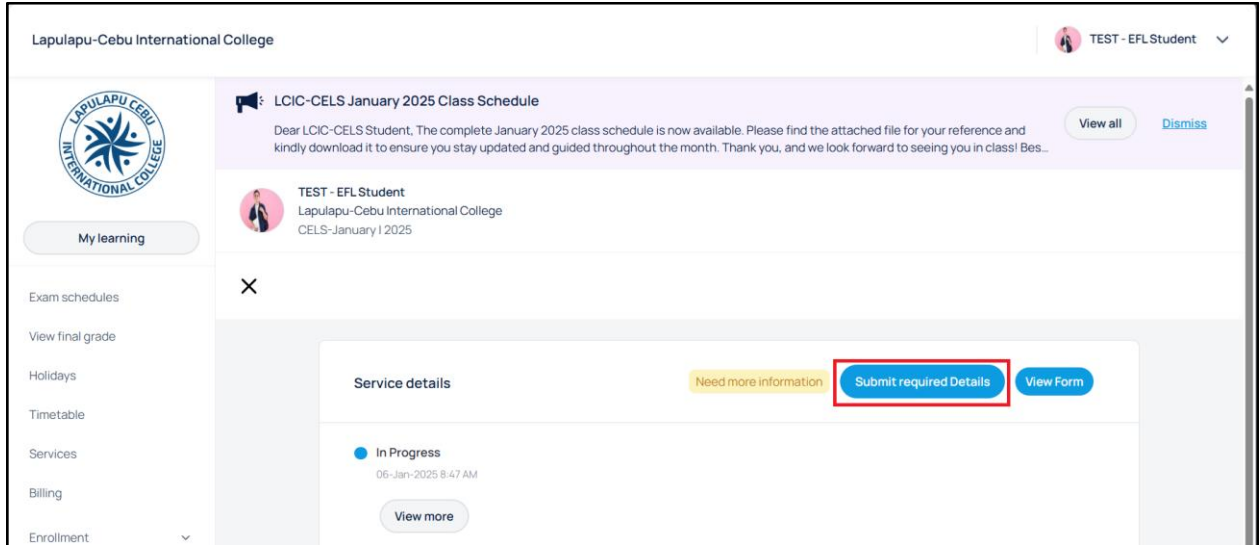
2. 요청 시 **Click View** 를 클릭하고 작업이 필요합니다.



The screenshot shows the 'Services' section of the student dashboard. A blue button '+ New service request' is visible. Below it, there are tabs for 'IN PROGRESS' and 'COMPLETED'. A red box highlights an 'Action Required' notification: 'You have 1 service requests that requires your attention'. Below this, a service request card is shown for 'Change/Add/Drop - [CELS] Changing of Subjects' with a 'View details' button highlighted in red.

| IN PROGRESS | COMPLETED |
|--|-----------|
| <p>Action Required You have 1 service requests that requires your attention</p> <p>Change/Add/Drop - [CELS] Changing of Subjects CELS 06-Jan-2025 8:48 AM Last update on 06-Jan-2025 8:57 AM</p> | |

3. **Submit Required Details** 을 클릭하세요.



4. 필요한 정보는 설명란에 표시되어 있습니다. **Remarks** 란에 입력한 다음 제출을 클릭합니다.

The screenshot shows a 'submit requested details' form. It includes a 'Category' dropdown set to 'CELS(CELS)' and a 'Sub-category' dropdown set to '[CELS] Changing of Subjects (Change/Add/Drop)'. The 'Need more info' section contains the text 'Need more information on xyz' and a 'Description' field with the text 'Need more information on xyz'. The 'Remarks' section has a text area with the placeholder 'Enter response here'. Below this is an 'Attachments' section with a 'Browse file' button and supported file types: 'Upload xlsx, jpg, pdf, png, doc, docx'. A 'Submit' button is located at the bottom right of the form, highlighted with a red rectangular box.

수업 일정 보기

참고: 등록이 승인된 후에만 수업 일정을 확인할 수 있습니다.

1. Timetable 로 이동합니다.

Lapulapu-Cebu International College

Tiffany Carroll

Tiffany Carroll
Lapulapu-Cebu International College
CELS-October | SY 2024 - 2025

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Tiffany Carroll

STUDENT STATUS : Active

ADMISSION NO. : CELSA1017

ROLL NO. : CELSA1017

COLLEGE : LapuLapu Cebu International College

DEPARTMENT : Center for English Language Studies

SEMESTER : CELS-October

COURSE NAME : CELS-EFL

COLLEGE : Lapulapu-Cebu International College

CURRICULUM PLAN : A1 (A1 and A2)

2. Weekly Schedule 버튼을 클릭합니다.

Timetable

CELS-January | 2025


Weekly schedule

< 06 Jan 2025 >

English for Travel (B2) (ET 4) (LB406)
10:10 AM - 11:40 AM (90 min) CELS Teacher 8
LB406 - Classroom

Effective Speaking (B2) (ES 4) (LB402)
12:50 PM - 2:20 PM (90 min) CELS Teacher 2
LB402 - Vacant

Filipino History & People (B2) (FHP 4) (LB311)
2:30 PM - 4:00 PM (90 min) CELS Teacher 9
LB311 - CELS Classroom

3. 수업이 시작되는 주까지 이 버튼을  클릭하세요.

TIMETABLE | 2025 - CELS-January Week of : yyyy-mm-dd Dec 9, 2024 - Jan 31, 2025

Dec 8 – 14 2024 Today < >

| Holiday/Reserve days | Sun 12/8 | Mon 12/9 | Tue 12/10 | Wed 12/11 | Thu 12/12 | Fri 12/13 | Sat 12/14 |
|----------------------|----------|----------|-----------|-----------|-----------|-----------|-----------|
| 8am | | | | | | | |
| 9am | | | | | | | |
| 10am | | | | | | | |
| 11am | | | | | | | |
| 12pm | | | | | | | |
| 1pm | | | | | | | |
| 2pm | | | | | | | |

Close

4. 페이지를 아래로 스크롤하여 수업 일정을 확인하세요.

TIMETABLE | 2025 - CELS-January Week of : yyyy-mm-dd Dec 9, 2024 - Jan 31, 2025

Jan 5 – 11 2025 Today < >

| Holiday/Reserve days | Sun 1/5 | Mon 1/6 | Tue 1/7 | Wed 1/8 | Thu 1/9 | Fri 1/10 | Sat 1/11 |
|----------------------|---------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|----------|
| 8am | | | | | | | |
| 9am | | | | | | English for Travel (B2) (LB408) | |
| 10am | | English for Travel (B2) (LB408) | Filipino History & People (B2) | English for Travel (B2) (LB408) | English for Travel (B2) (LB408) | Filipino History & People (B2) | |
| 11am | | | | | | | |
| 12pm | | | | | | | |
| 1pm | | Effective Speaking (B2) (LB408) | IELTS (B2) (LB401) | Filipino History & People (B2) | IELTS (B2) (LB401) | Effective Speaking (B2) (LB408) | |
| 2pm | | Filipino History & People (B2) | Effective Speaking (B2) (LB408) | IELTS (B2) (LB401) | Effective Speaking (B2) (LB408) | IELTS (B2) (LB401) | |

Close