



Republic of the Philippines  
OFFICE OF THE PRESIDENT  
**COMMISSION ON HIGHER EDUCATION**

**CHED MEMORANDUM ORDER**

No 40  
Series of 2010

**SUBJECT : IMPLEMENTING GUIDELINES ON THE JOINT  
CHED-PRC CIRCULAR NO. 1 s. 2010 ON THE  
AUTHORITY TO OPERATE BOARD PROGRAMS**

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By virtue of pertinent provisions of the 1987 Philippine Constitution, Republic Act No. 7722 otherwise known as the Higher Education Act of 1994 confirming CHED's authority over public and private institutions of higher education in all post-secondary educational institutions and CEB Resolution No. 299-2010, the following guidelines are hereby issued for the effective and proper implementation of Joint CHED-PRC Circular No. 01, series of 2010 in a manner that will not affect the right of the students to graduate from their respective board courses for School Year 2010-2011.

**I. Submission of certifications of board programs being offered by SUCs and its lists of graduating students for Academic Year 2010- 2011 for purposes of the Joint CHED-PRC Circular No. 1 s. 2010**

1.1 All University and College Registrars of SUCs are directed to submit on/or before December 15, 2010 to the CHED Executive Director through the CHED Regional Offices (CHEDROs) the following list:

- a. a duly certified list of all board programs approved by their respective boards through board resolutions; and
- b. list of graduating students per board programs as of the current Academic Year and as approved by the respective Governing Boards of the SUC duly certified by their respective University/College Registrar and attested by their University or College Presidents.

1.2 The CHEDROs shall ensure that the list of graduates as duly certified by the respective University and College Registrar as of the current Academic Year is incorporated in the Certification Authentication and Verification (CAV) system of the CHED.

1.3 Upon receipt of the foregoing certified documents which shall be consolidated by the Office of State Universities and Colleges and Local Universities and Colleges Concerns, the CHED Executive Director shall transmit the same to the Professional (PRC) for purposes of the the Joint CHED-PRC Circular No. 1 s. 2010.

## II. Evaluation of the compliance of the SUCs Board Programs to CHED Policies, Standards and Guidelines

2.1 Starting January 2011, all State Universities and Colleges shall submit to the CHED Office of the Executive Director through the CHED Regional Offices the following documents: a) number of students currently enrolled b) performance in the licensure examinations c) accreditation of the board programs and d) latest evaluation report by the Regional Quality Assurance Team (RQuAT), if any.

2.2 Upon submission of the aforesaid documents, the CHED Executive Director through the CHED Regional Office shall immediately constitute an assessment team to determine the compliance of the SUCs board programs to the Policies, Standards and Guidelines (PSGs) set by the CHED.

2.3 The result of the report of the assessment team shall be submitted to the Office of the CHED Executive Director ten (10) days after the completion of assessment and evaluation.

2.4 If the board program is in compliance with the Policies, Standards and Guidelines set by the CHED, a Certificate of Program Compliance (COPC) shall be issued on the board program.

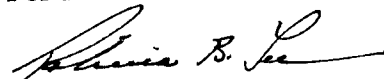
2.5 If board program is not in compliance with the Policies, Standards and Guidelines set by the CHED, the CHED Executive Director shall submit to the CHED Chairperson the report of the assessment team who shall in turn inform the Governing Board of the SUC concerned of the status of non-compliance of the board program of the SUC.

2.6 Upon receipt of notice of deficiencies, the Governing Board of SUCs may either decide to direct the President and the responsible officers of the SUCs to immediately rectify the deficiencies of the board program, phase-out the same or such other actions that will not compromise the standard of quality of the board program and the rights of the students to quality education. The decision of the BOR shall be immediately brought to the attention of the CHED Executive Director.

For strict compliance.

Quezon City, Philippines, December 1, 2010

For the Commission:



**PATRICIA B. LICUANAN, Ph.D.**

Chairperson

**STATE UNIVERSITIES AND COLLEGES (SUCs)**

**START**

Transition Period for AY 2011-2012  
for purposes of the CHED-PRC  
Circular No. 1 series of 2010

Submission of a duly certified list of board programs and graduating students to the CHED Executive Director on/ or before December 15, 2010, through the CHEDROs

CHEDRO shall ensure that the list of graduates as duly certified by the SUC shall be incorporated in the CAV system of CHED

The Office for the SUCs/LUCs Concern shall consolidate the certified documents

The Office of the CHED Executive Director, shall transmit the certified documents to the PRC for its information

Starting January 2011, all SUCs shall submit to the CHED Executive Director through CHEDROs the following documents: a) number of students currently enrolled; b) performance in the licensure examinations; c) accreditation of the board programs; and d) latest

Upon submission of the aforesaid documents, the CHED Executive Director through the CHEDROs shall constitute an assessment team to determine the compliance of the board programs with the PSGs set by the CHED

The result of the report of the assessment team shall be submitted to the Office of the Executive Director ten (10) days after the completion of assessment and evaluation

**If the result of the assessment and evaluation found compliant**

**If the result of the assessment and evaluation found not compliant**

A Certificate of Program Compliance (COPC) shall be issued on the board program

The CHED Executive Director shall submit the report to the CHED Chairperson on the report of the assessment team who shall in turn inform the Governing Board of the SUC concerned on the status of compliance and non-compliance on the board programs of SUCs

Upon receipt of notice of deficiencies the Governing Board of SUCs may either decide to direct the President and responsible officers of SUCs to immediately rectify the deficiencies of the board program, phase-out the same or such other actions that will not compromise the quality of the board program nor jeopardize the rights of the students to quality education

**END**

*The decision of the BOR shall be immediately brought to the attention of the CHED Executive Director*