



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



**CHED MEMORANDUM ORDER**

No. 14  
Series of 2019

**SUBJECT : POLICIES AND GUIDELINES IN THE ISSUANCE OF CERTIFICATE OF PROGRAM COMPLIANCE (COPC) TO STATE UNIVERSITIES AND COLLEGES (SUCs) AND LOCAL UNIVERSITIES AND COLLEGES (LUCs)**

In accordance with Section 3 of Republic Act No. 7722, otherwise known as the Higher Education Act of 1994, the Commission on Higher Education (CHED) covers both public and private institutions of higher education as well as degree-granting programs in all post-secondary educational institutions; CMO No. 30, series of 2009, "Applicability of the Manual of Regulations for Private Higher Education (MORPHE) of 2008 to State Universities and Colleges (SUCs) and Local Universities and Colleges (LUCs)", provides for its applicability to SUCs and LUCs as it is for private higher education institutions; Republic Act No. 10931, otherwise known as Universal Access to Quality Tertiary Education Act"; and by virtue of Commission en Banc (CEB) Resolution No. 641-2019 dated October 16, 2019, the Commission hereby issues this Policies and Guidelines in securing Certificate of Program Compliance (COPC) to State Universities and Colleges (SUCs) and Local Universities and Colleges (LUCs).

Pursuant to Section 10 of Republic Act No. 10931, Quality Standards for SUC and LUC Budgets, Tertiary Education Subsidy (TES) and Student Loan Programs, the CHED and the TESDA shall ensure quality standards in the review and consequent endorsement of the budget of State Universities and Colleges (SUCs) and Local Universities and Colleges (LUCs) and state-run Technical-Vocational Institutions (TVIs), respectively.

The Commission en banc during its meeting held on February 13, 2018 approved the inclusion of 78 Local Universities and Colleges (LUCs), which have undergone institutional and program evaluation by CHED since 2017, to be eligible to accept students who will avail of free tuition and other school fees under the Universal Access to Quality Tertiary Education Act or RA 10931 starting Academic Year 2018-2019. These LUCs are given 2 years to comply with all other institutional and program requirements in order to be part of RA 10931 and failure to do so will result in their exclusion from the list of LUCs to avail benefits under RA 10931.

Furthermore, on June 18, 2018, the Commission en banc approved the provision of financial assistance for capacity building of LUCs towards obtaining



Certificate of Program Compliance (COPC) as a requirement for continuous availment under RA 10931.

### **Guidelines in the Processing and Issuance of COPC**

The Certificate of Program Compliance (COPC) is a recognition that the specific degree programs being offered by SUCs/LUCs are fully compliant with the policies, standards and guidelines of CHED. To ensure that the existing programs of the SUCs/LUCs are quality assured, the issuance of COPC shall be requested from CHED. The following guidelines shall be observed:

#### **For Existing Undergraduate and Graduate Programs of SUCs/LUCs:**

1. For existing programs of SUCs/LUCs in the main and satellite campuses, including other off-campus/es such as external study centers and other LGU-based sites, approved by the Governing Board, request for COPC shall be campus-specific.
2. For existing programs of SUCs/LUCs in the main and/or satellite campuses without approval of the Governing Board, the request for COPC shall be campus-specific and shall be supported by Governing Board's approval.

SUCs/LUCs shall be given two (2) years from effectivity of this CMO to comply with CHED requirements for issuance of COPC. COPC will be issued per program upon full compliance with CHED policies, standards and guidelines. In case the SUC/LUC will not be able to secure the COPC within 2 years, the Governing Board may decide whether or not to continue offering the program.

#### **For New Undergraduate and Graduate Programs of SUCs/LUCs:**

The President, upon the approval of the Governing Board, shall request for CHED Preliminary Assessment (CPA) of the proposed program. The CHED Preliminary Assessment (CPA) will ascertain the readiness and capability of the SUC/LUC to operate a new program in terms of:

1. Feasibility of offering the program/s including, among others, cost benefit analysis, and data on HEIs in the area/locality offering the same program if any, citing reason/s for offering the same
2. Availability of qualified program head and adequate faculty members
3. Presence of adequate library resources
4. Presence of adequate laboratory facilities/equipment
5. Alignment of program/s to be offered with the institution's mandate (Copy of SUC charter and LGU ordinance, as the case may be)

After the preliminary assessment, the CHED will provide the Report on the Result of Preliminary Assessment (RRPA) to the President of SUC/LUC which shall be submitted to the Governing Board for appropriate action. The said report will provide information on whether or not the SUC/LUC is ready and capable to operate



a new program. If not ready, the SUC/LUC will be guided on the areas that need to be addressed by the institution. If the SUC/LUC has complied with the minimum requirements of the first and second year levels of the program, the institution can offer the program. The SUC/LUC shall have two (2) years to secure Certificate of Program Compliance (COPC) upon full compliance with the CHED minimum requirements.

In case the SUC/LUC will not be able to secure the COPC within 2 years, the Governing Board may decide whether or not to continue offering the program.

All requests for COPC per program shall be submitted to the concerned CHEDROs for processing. The RRPA and COPC for all undergraduate programs shall be issued by the CHEDROs. For graduate programs, Medicine, Dentistry, Nursing, Engineering, Maritime, and programs without PSGs, the concerned CHEDRO shall conduct preliminary evaluation and only applications with favorable endorsement will be forwarded to the CHED Central Office through the Office of Programs and Standards Development for appropriate action following its existing processes and procedures.

This CMO shall take effect immediately.

Quezon City, Philippines November 13, 2019.

For the Commission:



**J. PROSPERO E DE VERA III, DPA**  
Chairman  
Commission on Higher Education

