



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

CHED MEMORANDUM ORDER

No. 23
Series of 2006

**Subject : PROCEDURES AND GUIDELINES ON GRANTING CHED
FINANCIAL ASSISTANCE TO HIGHER EDUCATION
INSTITUTIONS UNDERGOING VOLUNTARY ACCREDITATION**

In accordance with the pertinent provisions of Republic Act (RA) No. 7722, otherwise known as the "Higher Education Act of 1994" and in pursuance to CHED Memorandum Order No. 1, series of 2005 entitled, "Revised Policies and Guidelines on Voluntary Accreditation in Aid of Quality and Excellence in Higher Education," the Commission on Higher Education hereby promulgates the procedures and guidelines on granting financial assistance to higher education institutions (HEIs) undergoing voluntary accreditation.

Rationale

Many of the development programs being implemented by CHED use accreditation status of the programs as a basis for granting benefits and funding assistance to the HEIs. Because of the recognition and benefits which CHED has been extending to the HEIs with accredited programs, accreditation is now viewed as a means of promoting educational excellence through self-regulation and peer evaluation. Toward this end, CHED shall assist in the promotion of accreditation movements in the country by encouraging the HEIs, both public and private, to go into voluntary accreditation.

Nature of Assistance

The CHED financial assistance to be granted to qualified HEIs shall be of two types:

1. CHED-PSAA (Preliminary Survey Assistance for Accreditation) - a financial support which is intended to assist HEIs in the expenses to be incurred in applying for accreditation such as but not limited to accreditation fee, accreditors' travel, food, and accommodation expenses, supplies and materials, etc. An HEI that shall avail of the

CHED-PSAA shall be provided with a financial assistance amounting to P50,000 per program.

2. CHED-IDAA (Institutional Development Assistance for Accreditation) - a financial support which is intended to assist HEIs in upgrading their library and laboratory facilities necessary for complying with the requirements of the accreditation process. An HEI that shall avail of the CHED-IDAA shall be provided with a financial assistance ranging from P150,000 to P200,000 for the improvement of the library or laboratory facilities.

Procedures and Guidelines

1. For CHED-PSAA, the requesting HEI should submit a proposal to CHED signed by the Head of the HEI together with the following supporting documents: 1) a certification from the accrediting agency that the HEI has a pending application in process; 2) a one-page backgrounder on the status of its application; and 3) the counterpart fund, if there's any. Not more than three programs shall be considered per HEI.
2. For CHED-IDAA, the requesting HEI should submit a proposal to CHED signed by the Head of the HEI together with the following supporting documents: 1) a certification from the accrediting agency stating that the HEI, based on the result of the previous visit, is required to upgrade its library or laboratory facilities; and 2) at least one page backgrounder on the HEI's institution and program accreditation status. And 3) only one grant per HEI shall be provided, hence, the HEI should choose between upgrading of the library or laboratory facilities. Subject to availability of funds, an HEI may apply for both library and laboratory facilities.
3. All applications should be submitted to the following address:

Dr. Nenalyn P. Defensor
Commissioner-in-Charge on Accreditation
Commission on Higher Education
5th Floor, DAP Bldg., San Miguel Avenue, Pasig City

Application should be filed not later than **30 June 2006**. However, if funds are still available, a new announcement will be given regarding another deadline for new applications.

4. The CHED-Technical Working Group (TWG) shall evaluate the applications of the HEIs and submit its recommendation to the Commission en Banc for decision and approval. The CHED, through the TWG, may also request the assistance of the accrediting agencies in choosing/prioritizing proposals.

5. The continuous implementation annually of these CHED financial assistance programs such as CHED-PSAA and CHED IDAA is subject to the availability of funds to be allocated by the Commission through its Higher Education Development Fund (HEDF).

6. With the approval of the Commission en Banc, the CHED through its Higher Education Development Fund (HEDF) shall directly release the financial grant to the recipient HEIs. To effect this, a Memorandum of Agreement (MOA) shall be executed by and between the CHED and the recipient HEIs. It shall be specified in the MOA that the recipient HEI would submit an accomplishment/status report within four (4) months upon receipt of the grant.

For the information and guidance of all concerned.

Issued this 22nd day of May, 2006.


CARLITO S. PUNO
Chairman