



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

CHED MEMORANDUM ORDER
No. 22
Series of 2007

TO : **All Regional Directors**
Heads of Private Higher Education Institutions

SUBJECT : **Supplemental to CMO No. 52, s. 2006:**
Implementation Scheme, Requirements and
Schedule in the Evaluation of Autonomous and
Deregulated Institutions Identified in 2001 and
2003

Pursuant to CMO Nos. 32, 38, s. 2001, CMO No. 21, s. 2003, CMO No. 21 s. 2004, CMO No. 52, s. 2007 and CHED Resolution No. 085, s. 2007, all Regional Directors and Heads of the private institutions are hereby informed of the implementation scheme, requirements and schedule in the evaluation of higher education institutions (HEIs) granted with autonomous and deregulated status in 2001 and 2003/2004.

I. Mechanics:

1. HEIs identified as Autonomous and Deregulated in 2001 shall be evaluated by the CHEDROs through the Regional Evaluation Team of Experts (RETEs) not later than *March 31, 2007*.
2. These HEIs shall be evaluated with respect to the criteria specified in the CMO. No. 32, s. 2001 (**Attachment 1**). In addition, HEIs identified as Autonomous shall be assessed on their compliance with CHED Memorandum Orders regarding a) opening of new degree programs in the undergraduate and graduate levels; b) establishing satellite campuses or branches; c) offering of extension classes and distance education courses/ programs; and d) entering into twinning/ networking / linkage programs (**Attachment 2**). HEIs with Deregulated status shall accomplish (**Attachment 3**).
3. CHEDROs shall endorse to the Office of Programs and Standards, Attention: Heracleo D. Lagrada, Ph.D., Director-in-Charge, Autonomous and Deregulated Project the recommendation (HEIs that meet the criteria) of the RETEs not later than *April 10, 2007*. The Technical Working Group for the Grant of Autonomous and Deregulated Status to Private HEIs shall submit its recommendation to the Commission En Banc not later than *April 30, 2007*.

4. HEIs that meet the set criteria will be granted retention of status for one (1) year only, effective June 01, 2007. The Status of HEIs that do not meet the set criteria will be revoked without prejudice to their reapplication after a year.
5. Qualified HEIs may also choose to be evaluated using CMO No. 52, s. 2006 (**Attachment 4**). Those that meet the criteria will be granted autonomous and deregulated status for five (5) years effective *June 01, 2007*.
6. New applications for the grant of autonomous and deregulated status and those deregulated HEIs wanting to upgrade status from deregulated to autonomous shall be evaluated using the criteria specified in CMO. 52, s. 2006. However, these applications shall be acted upon commencing June 01, 2007.

II. Possible Judgments of RETEs:

- A. For HEIs identified in CMO Nos. 32 & 38, s. 2001 and CMO Nos. 21, 2003 & CMO No. 21, s. 2004
 - 1) HEIs that meet criteria stipulated in CMO 32, s. 2001
 - a) HEIs without violations shall have one year retention of their autonomy or deregulated status; or
 - b) HEIs may opt to request evaluation for CMO No. 52, s. 2006 (please refer to item no. 3)
 - 2) HEIs that do not meet criteria stipulated in CMO 32, s. 2001, status shall be revoked but may apply after a year.
 - 3) HEIs subjected to the criteria stipulated in CMO 52, s. 2006
 - a) HEI applying for autonomy/deregulated status without violations shall be granted five years autonomy or deregulated status.
 - b) HEI applying for autonomy/ deregulated status but does not meet standards for such shall be granted retention of status for one year based on item no. 1a.
- B. For new applicants**
 - 4) HEIs that meet criteria stipulated in CMO 52, s. 2007 without violations– five years autonomy or deregulated status

II. Timelines:

Date	Activity
<i>On or before March 31, 2007</i>	<ul style="list-style-type: none">• End of evaluation for HEIs identified as A and D pursuant to CMO Nos. 32 and 38, 2001
<i>On or before April 10, 2007</i>	<ul style="list-style-type: none">• CHEDROs to endorse the list of HEIs to CHED Central Office, Office of Programs and Standards, Attention: Dr. Heracleo D. Lagrada, Director-in-Charge, Autonomous and Deregulated Project
<i>Not later than April 30, 2007</i>	<ul style="list-style-type: none">• TWG to submit its recommendation to the Commission En Banc
June 01, 2007	<ul style="list-style-type: none">• To commence the grant of retention of status for one (1) year only• CHEDROs to receive applications for the grant of autonomous and deregulated status for the new batch of autonomous/ deregulated status

For your information and compliance.

Singed this 30th of March, 2007., Pasig City, Philippines


CARLITO S. PUNO, DPA
Chairman

**Requirements in the Evaluation of HEIs for the
Grant of Autonomy/Deregulated Status
(pursuant to CMO Nos. 32 and 38, s. 2001)**

<i>Criteria</i>	<i>Evidences</i>	<i>Remarks</i>
1. HEIs with established Centers of Excellence or Centers of Development and or HEIs with FAAP Level III Accredited programs	<ul style="list-style-type: none"> • Copy of MOA with CHED • Certificate from appropriate Accrediting Agency 	
2. Outstanding overall performance of graduates in the Licensure examinations under the Professional Regulation Commission	<ul style="list-style-type: none"> • PRC results per program 	<i>Trend for the last 5 years</i>
3. Long Tradition of integrity and untarnished reputation - an attribute ascribed to a higher education institution that has consistently adhered to existing laws, rules and regulations <i>1. Record of consistent adherence to existing laws, rules and regulations (Phil. Laws, CHED Memorandum Orders/ Policies, Standards, and Guidelines and other issuances, and No school official(s), faculty or staff involved in anomalies)</i>	<ol style="list-style-type: none"> 1. Sworn certification that the institution has consistently adhered to existing Phil. Laws, rules and regulations. <i>If there are decided cases of violations, the HEI shall append pertinent documents and clarificatory statements (as necessary)</i> 2. CHEDRO certification of no violation 	<p><i>Record for the last 10 years</i></p> <ol style="list-style-type: none"> 1. If with record of confirmed violation, RETE recommends to TWG for revocation of the status. The TWG will conduct review and verification and make appropriate recommendation to the CEB. 2. The CHEDRO shall require the HEI to submit Compliance Report on the following: PSGs (Faculty line-up, Curriculum, Learning resources, etc) and other CHED issuances (e.g. honorary degrees, tuition and other fees, etc.) (Please refer to Attachment 2)



COMMISSION ON HIGHER EDUCATION
OFFICE OF PROGRAMS AND STANDARDS

Attachment 2

**QUESTIONNAIRE ON THE PERFORMANCE OF
AUTONOMOUS HIGHER EDUCATION INSTITUTIONS**

The questionnaire is to be accomplished by Higher Education Institutions (HEIs) granted Autonomous status by the Commission on Higher Education.

Objectives of the questionnaire:

The questionnaire seeks to put together an accurate picture of the performance and accomplishments of autonomous institutions, taking into consideration the activities and projects implemented by the institution to preserve the quality of its higher education programs and how these institutions made use of its privileges to improve its standing as a "world-class institution".

Instructions:

1. The questionnaire is to be accomplished by Higher Education Institutions (HEIs) granted Autonomous status by the Commission on Higher Education.
2. Please attach additional sheets to accomplish questionnaire.
3. The institution shall likewise provide all the necessary supporting documents.
4. The institution may choose to highlight its specific strengths and objectives.
5. The accomplished questionnaire with its supporting documents is to be submitted to the CHED Regional Director.

QUESTION ONE

1. Please accomplish the compliance table for each new program except in areas where you had proven expertise before identified as autonomous institution (attached is a sample but you can refer to the CHED website – www.ched.gov.ph for the policies and guidelines of the specific program). For the second part, state the strategies and mechanisms that you implemented to ensure that your programs met CHED minimum standards. For innovative programs (programs that are not included in the list of CHED programs) state your reason/objective in offering the program.

PART ONE

a) Undergraduate programs

Name of School :		Region / Location :	
Course / Program:		Accomplished by:	
AREAS OF EVALUATION	MINIMUM STANDARDS	ACTUAL SITUATION / COMPLIANCE	REMARKS
	<ul style="list-style-type: none"> ➤ CMO on the specific program ➤ 1992 Revised Manual of Regulations for Private Schools (8th edition) 		
1. Administration	(state minimum requirements of programs)	(state compliance of school to minimum standards)	
2. Faculty			
3. Curriculum			
4. Library Holdings			
5. Library Facilities			
6. Laboratory and other facilities			
7. Research			
8. Projects 8.1. Industry Linkage			
9. Other Comments			
10. Accreditation Level			

b) Graduate programs

Name of School :		Region / Location :	
Course / Program:		Accomplished by:	
AREAS OF EVALUATION	MINIMUM STANDARDS	ACTUAL SITUATION / COMPLIANCE	REMARKS
	<ul style="list-style-type: none"> ➤ CMO No. 36, s. 1998 ➤ CMO No. 09, s. 2003 		
1. Administration			
2. Faculty			
3. Admission Requirements			
4. Curriculum			
5. Library			
6. Laboratory and other facilities			
7. Research and Teaching assistants			
8. Accreditation Level III	(state minimum requirements of programs)	(state compliance of school to minimum standards)	
1. Alternative to Accreditation Level III			
a. Strong research			
b. Pool of Qualified Faculty			
c. Policies (e.g. IPR and patents, deloading, Research awards)			
d. Research Agenda			
e. Publication and Presentation in Conferences			
f. Research Unit Facilities			
g. Research budget			

ADDITIONAL COMMENTS:

(Accomplish one form for each new program offered. Use the appropriate CMO to evaluate the program)

PART TWO

Please explain the mechanisms / processes that you initiated to insure that your programs complied with CHED Standards.

PART THREE

State your reason / objective for opening innovative programs.

QUESTION 2

2. Did you establish branches or satellite campuses and or extension classes or distance education programs? If yes, please state the rationale and objective of establishing these branches and the mechanisms that you implemented to insure the quality of these programs.

SATELLITE CAMPUS / EXTENSION CLASSES	EXTENSION CLASSES / DISTANCE PROGRAM	RATIONALE / OBJECTIVE AND STRATEGIES TO INSURE QUALITY

QUESTION 3

3. Aside from being identified as autonomous institution, what other grants / subsidies / awards were you able to obtain from national and international bodies? Please include specifics of the award.

AWARDS/ GRANTS / CITATIONS	AWARDING BODY	BRIEF DESCRIPTION OF AWARD

QUESTION 4

4. Since being identified as autonomous institutions what linkages were you able to enter into? What are the benefits of entering into these linkages?

LINKAGES ENTERED INTO	PARTNER (state whether national or international)	DESCRIPTION OF THE NATURE OF LINKAGE

QUESTION 5

5. How did the autonomous and deregulated status affect your institution? Was there a direct impact in the standing and operational status of your institution?

Prepared by: _____

Approved by: _____



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Attachment 3

**QUESTIONNAIRE ON THE PERFORMANCE OF
DEREGULATED HIGHER EDUCATION INSTITUTIONS**

The questionnaire is to be accomplished by Higher Education Institutions (HEIs) granted Deregulated status by the Commission on Higher Education.

Objectives of the questionnaire:

The questionnaire seeks to put together an accurate picture of the performance and accomplishments of Deregulated institutions, taking into consideration the activities and projects implemented by the institution to preserve the quality of its higher education programs and how these institutions made use of its privileges to improve its standing as a "world-class institution".

Instructions:

1. The questionnaire is to be accomplished by Higher Education Institutions (HEIs) granted Deregulated status by the Commission on Higher Education.
2. Please attach additional sheets to accomplish questionnaire.
3. The institution shall likewise provide all the necessary supporting documents.
4. The institution may choose to highlight its specific strengths and objectives.
5. The accomplished questionnaire with its supporting documents is to be submitted to the CHED Regional Director.

QUESTION ONE

1. Please accomplish the Matrix for programs newly offered with Government Authority and status since the institution was granted Deregulated status. (For programs without permit please accomplish Question one (1) and the accompanying tables of Attachment 2)

a) Undergraduate programs

Name of School :		Region / Location :	
Course / Program:		Accomplished by:	
Program(s)	Government Authority		Status
	Authority to Offer (Permit)/ Date of Issue	Renewal/ Recognition/ Date of Issue	

b) Graduate programs

Name of School :		Region / Location :		
Course / Program:		Accomplished by:		
Program(s)	Accreditation Level	Government Authority		Status
		Authority to Offer (Permit)	Recognition/ Date of Issue	

ADDITIONAL COMMENTS:

(Accomplish one form for each new program offered).

QUESTION 2

2. Did you establish branches or satellite campuses and or extension classes or distance education programs? If yes, did you have appropriate permit to establish such programs?

SATELLITE CAMPUS		EXTENSION CLASSES		DISTANCE EDUCATION PROGRAM		RATIONALE / OBJECTIVE AND STRATEGIES TO INSURE QUALITY
Permit (Issuing region/ date issued)	Status	Permit (Issuing region/ date issued)	Status	Permit / date issued	Status	

QUESTION 3

3. Aside from being identified as Deregulated institution, what other grants / subsidies / awards were you able to obtain from national and international bodies? Please include specifics of the award.

AWARDS/ GRANTS / CITATIONS	AWARDING BODY	BRIEF DESCRIPTION OF AWARD

QUESTION 4

4. Since being identified as Deregulated institutions what linkages were you able to enter into? What are the benefits of entering into these linkages?

LINKAGES ENTERED INTO	PARTNER (state whether national or international)	DESCRIPTION OF THE NATURE OF LINKAGE

QUESTION 5

5. How did the Deregulated status affect your institution? Was there a direct impact in the standing and operational status of your institution?

Prepared by:

Approved by:

**Requirements in the Evaluation of HEIs for the
Grant of Autonomy/ Deregulated Status
(pursuant to CMO No. 52, s. 2006)**

<i>Criteria</i>	<i>Evidences</i>	<i>Remarks</i>
<p>I. Long Tradition of integrity and untarnished reputation - an attribute ascribed to a higher education institution that has consistently adhered to existing laws, rules and regulations</p> <p><i>1. Record of consistent adherence to existing laws, rules and regulations (Phil. Laws, CHED Memorandum Orders/ Policies, Standards, and Guidelines and other issuances, and No school official(s), faculty or staff involved in anomalies)</i></p>	<p>1. Sworn certification that the institution has consistently adhered to existing Phil. Laws, rules and regulations.</p> <p><i>If there are decided cases of violations, the HEI shall append pertinent documents and clarificatory statements (as necessary)</i></p> <p>2. CHEDRO certification of no violation</p>	<p><i>A must criterion before assessment begins</i></p> <p><i>Record for the last 10 years</i></p> <p>1. If with record of confirmed violation, RETE recommends to TWG for disqualification of the HEI in the evaluation for the Grant (Section 111, item 2). The TWG will conduct review and verification and make appropriate recommendation to the CEB.</p> <p>2. The CHEDRO shall require the HEI to submit Compliance Report on the following: PSGs (Faculty line-up, Curriculum, Learning resources, etc) and other CHED issuances (e.g. honorary degrees, tuition and other fees, etc.) (Please refer to Attachment 2)</p>

<i>Criteria</i>	<i>Evidences</i>	<i>Remarks</i>
1I. Commitment to Excellence		
<p>A. Single Criterion – HEIs that meet any of the Criteria for Autonomous Status (70%)</p> <ul style="list-style-type: none"> • At least 5 programs are considered COEs • At least 4 programs have level IV accreditation • At least 3 clusters of disciplines or 6 programs have level 3 accreditation • The HEI has an IQuAME category of A(r) 	<ul style="list-style-type: none"> • Copy of MOA with CHED • Certificate from appropriate Accrediting Agency • Certification from CHED 	<p>1. For single criterion (COE)– Only the new batch of COEs may be considered <i>Thus, COEs for Science & Math and IT may be counted</i></p> <p>2. FAAP no instruments for level IV programs</p>
<p>B. Single Criterion – HEIs that meet any of the Criteria for Deregulated (60%)</p> <ul style="list-style-type: none"> • At least 3 programs are considered COEs • • At least 4 programs are CODs • At least 3 programs have level IV accreditation • At least 2 clusters of disciplines or 4 programs have level 3 accreditation • The HEI has an IQuAME category of A (t) and two program recognition for academic excellence 	<ul style="list-style-type: none"> • Copy of MOA with CHED • Certificate from appropriate Accrediting Agency • Certification from CHED • Certification from the Certifying agency 	<p>1. Only the new batch of CODs may be considered <i>Thus, CODs for Science & Math and IT may be counted</i></p> <p>2. ISO certification is current (supported with audit report)</p>

<i>Criteria</i>	<i>Evidences</i>	<i>Remarks</i>
<p>C. HEIs that meet a combination of any of the following criteria for Autonomous (200 points equivalent to 70%) and Deregulated (120 points equivalent to 60%)</p> <ul style="list-style-type: none"> • COE/COD COE (40 points per program) COD (30 points per program) • IQuAME Category A (t) (100 points) • Accreditation Level IV (50 pts. per program) Level III (35 pts per program/ 70 pts per cluster) Level II (10 pts per program for a max of 50 pts) • International or National Recognition for academic excellence (10 pts per program recognition or 40 pts per institutional recognition for a maximum of 40 points) 	<ul style="list-style-type: none"> • Copy of MOA with CHED • Certification from CHED • Certificate from appropriate Accrediting Agency • Certification from appropriate QA bodies/ organizations 	<p>Total points is the sum of two or more criteria (in bullets)</p> <ol style="list-style-type: none"> 1. <i>COEs/ CODs for Science & and Math and IT may be counted</i> 2. ISO – certification is current (supported with audit report) 3. Current recognition
III. Sustainability and viability of Operations (30%)		
<p>A. Financially Sound</p> <ul style="list-style-type: none"> • Statement of profit and loss reflects the HEI's capability to sustain operations (8%) • Enrollment trend shows continuous increase. If ever decrease is shown, it is within the 5 to 10% acceptable range unless the institution voluntarily opted to scale down its enrolment (8%) • Enrolment and admission policies are in line with institutions' VMGO (8%) 	<ul style="list-style-type: none"> • Audited financial documents/ Financial plans • Enrollment data • Policies on enrollment and other supporting documents • Statement on how the admission policy is consistent with the VMGO 	<p>Trend for the last 5 years</p> <ol style="list-style-type: none"> 1. HEIs to submit clarificatory statements on their financial status (e.g. payment of long term loans, adjustments on their deficits, and declines in enrollment).
<p>B. Administrative Competence</p> <ul style="list-style-type: none"> • Top Administrators should be educationally qualified (6%) 	<ul style="list-style-type: none"> • CVs, Transcript of Records 	<ol style="list-style-type: none"> 1. Top management would include only the President, Vice Presidents, Deans and Directors