



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

**CHED MEMORANDUM ORDER (CMO)**

No. 48

Series of 2008

**SUBJECT: SELECTIVE TRANSFER OF UNITS EARNED IN GRADES XI  
AND XII TO THE GENERAL EDUCATION COURSES IN THE  
BACCALAUREATE PROGRAMS**

In accordance with the mandate of the Republic Act (RA) No. 7722, otherwise known as the "Higher Education Act of 1994", pursuant to the pertinent provisions of the 1987 Constitution, the Education Act of 1982, the Manual of Regulations of Private Schools and other relevant policies and guidelines of the COMMISSION ON HIGHER EDUCATION, the following policies are hereby adapted and promulgated by the Commission for the guidance of all Higher Education Institutions (HEIs), thus:

**ARTICLE I  
BACKGROUND AND STATEMENT OF  
GENERAL PRINCIPLES AND POLICIES**

1. The Commission on Higher Education recognizes that globalization, changing foreign policies, and liberalization of trade in goods and services worldwide have created a climate of borderless teaching and learning thereby promoting the mobility of students in pursuant of their degrees.
2. Globalization, together with the rapid developments in information and communications technology, promotes access to foreign qualifications, degrees certificates and diplomas. It also encourages universities, colleges and training institutions to offer credits and degrees in a borderless environment.
3. This phenomenon is followed by the mobility of students all over the world in pursuit of opportunities to further their education in other countries. The presence of foreign students in the Philippines dates back to the early 1950's and has been adjudged to be good to the HEI's as they are inspired to improve their teaching standards and physical facilities. Moreover, its impact on the Philippine economy is obviously very positive. Foreign graduates of Philippines universities and colleges later become ambassadors of good will of the Philippines.
4. To date, the Philippines is the only country in Asia-Pacific region where basic education stops at Grade 10. In other countries, basic education reaches Grade 12, in a few countries it extends to Grade 13. For Philippine HEI's to fully participate in the mobility of students worldwide in pursuit of higher degrees and to enable foreign students to obtain their degrees in the Philippines, the Commission hereby establishes the **SELECTIVE TRANSFER OF CREDITS EARNED IN GRADE XI AND XII**

# **TO THE GENERAL EDUCATION COURSES IN THE BACCALAUREATE PROGRAMS.**

## **ARTICLE II DEFINITIONS OF TERMS**

For the purposes of these Policies and Guidelines:

1. Basic Education refers to the six (6) years of elementary education, which a Filipino student undertakes starting at age 6 plus the four (4) year secondary education.
2. Curriculum Guidelines shall refer to a set of guidelines issued by CHED prescribing the minimum requirements for undergraduate, graduate and post graduate degree/s or course/s.
3. Courses of study refer to subjects that constitute an academic program.
4. Academic program shall refer to a set of study the completion of which leads to a degree.
5. Units refer to an academic point given to a particular course a student takes during the semester. A unit of course work is 18 hours of lectures in a semester. A unit of laboratory work is 54 hours of work in experiments/analysis/research in a laboratory setting.
6. Baccalaureate degree refers to a four-year or five-year course after a student completes Grade 10 basic education.

## **ARTICLE III OBJECTIVES**

1. Provide the guidelines on transfer of units earned in Grades XI and XII courses of foreign countries to the General Education courses in the Baccalaureate Programs of the Philippines.
2. Provide the policy environment to enable Philippines HEI's to fully participate in the mobility of foreign students in search of appropriate degrees not generally available or difficult to access in their home countries.

## **ARTICLE IV PROCEDURES FOR TRANSFER OF CREDITS**

1. Only courses of Grades XI and XII which fall under the heading of General Education shall be considered for unit transfer. These courses are in the following areas: Social Sciences, Humanities, Languages, Mathematics, Physical Sciences, Natural Sciences, Computer and Physical Education.
2. Courses under the headings described in (1) above shall be matched with their corresponding courses in the Philippines. The matching shall cover the curriculum of the course, in particular its topic coverage and the number of contact hours. If the above requirements are met, the units may be transferred provided that other requirements are met.

3. Academic credentials of foreign students seeking transfer of credits under these guidelines must be duly authenticated by the issuing Government agency in their country and by its embassy in the Philippines.
4. Only institutions which enjoy Autonomous Status, Deregulated Status and those whose programs are accredited Level III can transfer such units to the general education program.
5. For a course to be credited by the admitting institution, the student must pass a validation examination to be conducted by said institution. The results shall be submitted to CHED.
6. HEI's enjoying Autonomous and Deregulated Status need not report the results of the validating examination to CHED.
7. Courses mandated by law for Filipino students need not be taken by foreign students.
8. Foreign students shall not be required to attend the National Service Training Program (NSTP).
9. The total number of units that can be accredited and transferred shall not exceed the minimum general education units prescribe for that program by the CHED.

#### **ARTICLE V TRANSITORY PROVISION**

Higher education institutions that have admitted foreign students prior to the issuance of these guidelines are hereby allowed to graduate said students from their respective courses provided that such programs have Government Recognition from the CHED, in the case of private HEIs. In case of State Universities and Colleges (SUCs) and Local Universities and Colleges (LUCs), a corresponding Board resolution allowing the acceptance of foreign students in their duly-approved programs must be submitted to CHED for record purposes.

#### **ARTICLE VI SANCTIONS**

Failure to comply with the above procedure shall result in sanctions to be imposed by CHED as provided by relevant laws.

#### **ARTICLE VII APPROVAL AND EFFECTIVITY**

This set of policies and guidelines is hereby approved and shall take effect immediately.

SO ORDERED.

Pasig City, Philippines, October 28, 2008

  
**EMMANUEL Y. ANGELES**  
Chairman