

Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON AT KULTURA
(DEPARTMENT OF EDUCATION AND CULTURE)
Maynila

October 4, 1977

DEPARTMENT ORDER
No. 54, s. 1977

SUBMISSION OF SCHEDULE OF FEES A PRE-REQUISITE
FOR THE GRANT OF PERMIT FOR NEW COURSES

To:

Bureau Directors
Regional Directors
Schools Superintendents
Heads of Private Schools,
Colleges and Universities

1. Section 5 of Department Order No. 65, s. 1976, Revised Implementing Rules and Regulations for Presidential Decree No. 451, provides:

Beginning the school year 1977-78 the approval of the proposed rates or schedule of tuition and/or other school fees of each new school or course as provided in Section 2 hereof, shall be a condition-precedent, among the other requirements, for the grant of authority to operate the new school or course pursuant to the mandate of Act No. 2706, as amended."

2. I Accordingly, no application for permit in private schools, whether for a new school/course or for an additional grade or curriculum year in an existing course, shall be considered or recommended favorably unless the application submitted includes the proper schedule of fees on Form II, in triplicate, for each new course or additional grade/curriculum year. Without such schedule of fees, the application shall be considered automatically disapproved from date of filing. The applicant-school shall be informed accordingly thereon.

3. ~~For reference and guidance, the following item shall be inserted by the Regional Director in the Processing Checklist form:~~

19. SCHEDULE OF FEES. Has the school submitted a schedule of fees on Form II, in triplicate, for each new course or additional grade/curriculum year herein applied for? _____ Is it attached hereto? _____.

4. Likewise, the following item shall be added on the application form for Permit (Form 1):

13. Schedule of fees. Inclosed is the proposed schedule of fees on Form II, in triplicate, for each new course or additional grade/curriculum year herein applied for. It is understood that my/our failure to inclose this important requirement shall cause automatic disapproval of this application.

5. It is desired that immediate dissemination of the contents of this Memorandum be made for strict compliance by all concerned.

(SGD.) JUAN L. MANUEL
Secretary of Education and Culture

References:

Department Orders: Nos. 5 and (65), s. 1976

Allotment: 1-3-4--(D.O. 1-76)

To be indicated in the Perpetual Index
under the following subjects:

CHANGES	RULES & REGULATIONS
FEES	SCHOOLS
FORMS	UNIVERSITIES and COLLEGES



