

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

April 10, 1987

DECS ORDER
No. 37, s. 1987

ON TUITION AND OTHER FEES FOR SY 1987-88

To: Bureau Directors
Regional Directors
Heads of Private Schools, Colleges and Universities

1. DECLARATION OF POLICY

- a. The Department acknowledges that the viability and continued development of each school is a responsibility shared by all sectors of the school community, i.e., the governing board, administrators, parents, teachers, employees and students.
- b. While the Department seeks to ensure student access to education, it recognizes the need to upgrade the salaries and benefits of faculty and other personnel towards quality education.
- c. Likewise the Department recognizes that the governing boards of private schools are vested with the power to determine the rates of tuition and other fees or charges and assumes the corresponding responsibility to assure that divergences of interests and concerns on the matter of increase in school fees are reconciled in their respective schools and that all rules and regulations on tuition increases as prescribed by the Department are strictly complied with.
- d. Towards achieving a dynamic stability thru shared purposes and cooperation in the educational community, the Department hereby adopts a policy of consultative autonomy with regard to all matters affecting the administration and management of the educative functions of all private schools at all levels. By this policy the Department enjoins each school to establish consultative mechanisms and to adopt policies geared towards answering education needs and aspirations of constituents in a responsible and equitable manner.
- e. In case of conflicts or disputes, the governing board of each school shall have the primary responsibility to resolve issues raised thru consultations, dialogues or appropriate means with duly organized and recognized groups in the school community. The Department may intervene when necessary in any conflict resulting therefrom in order to safeguard the valid interests of the various groups concerned and/or to apply such appropriate sanctions when warranted.

2. GUIDELINES

As discussed in consultative meetings with the Multi-sectoral Task Force and considering the recommendations of the Board of Higher Education, the following guidelines are issued:

a. Rates of Increase

- (1) Any school may increase its tuition and other fees for SY 1987-88 by not more than 10% for non-accredited schools/programs over the previous year's approved fees.
- (2) For accredited schools/programs such increase in tuition shall not exceed 15% over the previous year's approved fees.
- (3) Any increase beyond aforesaid limits shall be subject to prior consultation with parents at the elementary and secondary levels and with parents/students at the tertiary level and to approval of the IECS Secretary upon favorable consideration of the regional office concerned.

b. Other Increases

- (1) A grade school or high school may raise tuition and other fees to an aggregate level of P900.00 for the school year, and a college or university to P40.00 per semestral unit, without prior Department approval; provided, however, that the institution gives prior notice of its intention to the IECS regional office concerned and to prospective students by prominently posting a notice on school premises, not later than the first day of registration of the school.
- (2) Subject to the approval of the Secretary upon due recommendation of the regional director concerned, a special fee not exceeding P1,500.00 per school year may be collected from each foreign student who is not a permanent resident or whose parents are not residents of the Philippines.

c. Allocation of Incremental Proceeds

- (1) In any case of increase at least sixty percent (60%) of the incremental proceeds should be allocated for increases in or provisions for salaries or wages, allowances and fringe benefits of faculty and other staff, including accruals to cost of living allowance, 13th month pay, social security, medicare and retirement contributions and increases as may be provided in mandated wage orders, collective bargaining agreements or voluntary employer practices.
- (2) Provided, that in all cases of increase the allocation of the incremental proceeds shall be without prejudice to the Supreme Court cases on the interpretation and applicability of existing legislations on tuition and other fees especially on the allocation and use of any incremental proceeds of tuition and other fees increases.
- (3) In addition to mandated or existing school-sponsored scholarship and financial assistance programs, any school increasing its fees shall provide tuition

discounts for students who may encounter difficulty in adjusting/obtaining adequate resources to cover the increased financial requirements.

3. DOCUMENTATION

- a. All schools proposing to collect increased tuition and other school fees for SY 1987-1988 within the allowable limits shall submit to the appropriate regional office, in duplicate, the following documents:
 - (1) Letter of advice, expressing the intention to collect increased tuition and other fees;
 - (2) Comparative schedule of school fees for SY 1986-87 and SY 1987-88, indicating the percentage increase;
 - (3) An estimate of revenues and disbursements for the forthcoming school year, duly approved by the governing board;
 - (4) Allocation of expected incremental proceeds;
 - (5) Certificate of accreditation where applicable;
 - (6) Latest audited financial statements.
- b. For schools proposing to increase fees in excess of the allowable limits, they shall submit to the appropriate DECS regional office the following documents in addition to the documents enumerated in the preceding paragraph:
 - (1) The quantified increase beyond the 10% or 15% allowable increase as the case may be;
 - (2) A justification of the additional increase being applied for, including pertinent supportive documentation;
 - (3) A more detailed presentation of the utilization of the expected proceeds;
 - (4) Documentary evidence of prior consultation with parents at the elementary and secondary levels, and with students at the tertiary levels.
- c. All schools shall make available all documentations submitted in support of any application for increase upon request of an authorized representative of any sectoral group in the school to be made available within forty eight (48) hours from request.

4. ACTION ON INCREASES

All letters of advice or letters of application, together with all necessary supporting documents shall be submitted to the DECS regional office concerned not later than June 30, 1987. The regional directors concerned shall act upon all applications not later than two weeks after receipt thereof

if accompanied with the complete documentation. Provided, that any school applying for increases beyond the allowable limits of 10% or 15% may provisionally collect only the allowable increase of 10% or 15% as the case may be, pending approval/disapproval of the additional increase by the Department upon recommendation of the respective regional director.

5. EFFECTIVITY OF INCREASE

All authorized increases shall be effective upon opening of classes for SY 1987-1988, unless a different effectivity date is indicated in the letter of advice or the letter of approval of the Department.

6. REPEALING CLAUSE

Any order, memorandum, circular or rules and regulations inconsistent herewith shall be deemed repealed or amended accordingly.

7. EFFECTIVITY

This Order shall take effect upon its approval, and strict compliance therewith is enjoined.

APPROVED, April 10, 1987.

(SGD.) LOURIES R. QUISUMBING
Secretary

References:

MECS Orders: Nos. 20 and 22, s. 1986
Unnumbered Memorandum: dated July 31, 1986

Allotment: 1-4--(M.O. 1-87)

To be indicated in the Perpetual Index
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