



**Manual of Policies,
Standards and
Regulations for Philippine
Schools Overseas**

Article I: Section I - Title

- 1st Edition

- Manual of Policies and Regulations for Philippine Schools Overseas

- 2nd Edition

- Manual of Policies, Standards and Regulations for Philippine Schools Overseas

Article I: Section 3 - Application

- 1st Edition

- Pre-elementary, Elementary and Secondary levels of education

- 2nd Edition

- Basic education

Article I: Section 3 - Definition of Terms

- Definition of the following were revised:
 - a. Academic personnel (incl. in research assignments)
 - b. Parent (incl. those who adopt)
 - c. Provisional Permit to Operate (new provision)
 - d. Permit to Operate
 - e. Certificate of Government Recognition (shall be reviewed every 3 years to ensure compliance with Deped policies and standards)

Article II: Section 7 – Basic Education

- 1st Edition
 - Formal Education

- 2nd Edition
 - Basic Education

Article II: Section 9 – Educational Levels

- Pre-school programs were included in the elementary education

Article III: Section 13 – Department of Education

- In the roles and responsibilities of Deped, **item H**, which provided for the monitoring and evaluation of the performance of schools, was added

Article III: Section 13.1 – Duties and Responsibilities of the Education Attache

- Newly-added provision on the Education Attache

Article IV: Section 22 – Permit to Operate and Adopt the Philippine Curriculum

- Specified the 3-km radius distance requirement in the establishment of PSOs
- Specified that permit to operate and the conditional permit to operate shall only be valid for one (1) year unless revoked or suspended

Article IV: Section 22 – Permit to Operate and Adopt the Philippine Curriculum

- Specified that PSOs are required to work for its recognition within three (3) years of operation
- Specified that the Certificate of Government Recognition shall be reviewed every three (3) years to ensure compliance with Deped policies

Article IV: Section 23 – Closure of the Program

- Additional condition: Involuntary closure can be ordered by the host country for gross violations of local rules or regulations and for cause prejudicial to the interest of the school children and the teachers

Article IV: Section 25 – Automatic Cancellation of Recognition and Reopening Under Permit Status (new provision)

- Certificate of Government Recognition which has not operated for more than one year, is deemed automatically cancelled; school may reopen under permit status provided that prescribed standards and requirements are complied

Article IV: Section 26 – Transfer of School to Other Location (new provision)

- Certificate of Government Recognition given to a school, which is transferred to another located is deemed cancelled. The recognition may be retained as an exception if the new site and quarters are found much better than the former.

Article IV: Section 27 – Change of ownership (new provision)

- A school which changed ownership is considered a new school, and course / permit issued to former owner is deemed cancelled.

Article V: Section 28 – Establishing a Branch School (new provision)

- School with Certificate of Government Recognition is allowed to open a branch school.

Article VI: Section 38 – Appointment of Principals and Teachers

- Additional condition: Principals and teachers may be re-appointed or re-hired upon presentation of participation in training programs equivalent to at least forty (40) hours for the last three years

Article VII: Section 39 – School Calendar

- Standard period for every subject in the elementary and high school levels shall conform with existing Deped curriculum

Article VIII: Section 44 – Textbooks

- Additional condition: The textbooks that shall be used should be suitable to the educational program(s) offered of fairly recent edition, up-to-date in methods of presentation and content, not in violation of the Philippines' laws, and preferably written by Filipino authors.

Article IX: Section 47 – Release of Records

- Newly-added provision: Form 137 and 138 shall bear the government permit/recognition issued to the school by DepEd. The Form 138 shall be available within thirty (30) days and the student's former school shall forward these records directly to the school after receipt of the request.

Article X: Section 48 – Admission Requirements

- Admission of foreign students shall not exceed 25% (from 15%) of the total number of students enrolled in the Philippine program each year.

Article X: Section 49 – Enrollment

- Enrollment rules were revised. Provision on inter-school transfer within two weeks of start of classes is discouraged, is deleted.
- Added: A special pupil / student may be admitted at any time during a school term for audit purposes without earning credits.

Article XII: Section 64 – Promotion System at the Elementary Level

- Sample computations were added.

1 st	2 nd	3 rd	4 th	Final
85 20%	86 20%	89 20%	90 40%	
17	17.2	17.8	36	88

Article XIII: Section 68 – Graduation Honors

- Factors and corresponding relative weights toward the evaluation of appropriate graduation honors were added.

Quality	Weights
Academic Excellence	7
Performance in co-curricular activities	2
Character and conduct	1

Article XIV: Section 73 – Causes for Terminating Employment

- Being notoriously undesirable, as one cause for termination, was defined.
- Examples of disgraceful and immoral conducts were given:
 - a. Courting of minor students
 - b. Illicit relationships / affairs
 - c. Inciting trouble

Article XV: Section 78 – Tuition and Other Student Fees (new provision)

- The school shall determine its rate of tuition and other fees or charge; the application or use authorized subject to Deped rules and regulations

Article XV: Section 79 – Application and Documents Required

- PSOs which desire to revise rates of tuition or fees shall file application with Deped

Article XV: Section 80 – Limitation

- Increase in tuition or fees shall be subject to the following conditions:
 1. Consultation with parents of duly organized students
 2. No increase shall be approved unless proceeds are allocated for increase in salaries or wages of faculty members, institutional development, student assistance and extension services, and return to investment

Article XVI: Host Country Regulations Affecting Philippine Schools Overseas

Section 81: Compliance with Host Country Regulations (new provision)

- All PSOs shall comply with pertinent laws and regulations.

Section 82: School-related Complaints Against the School Personnel and Members of the School Governing Board or Equivalent Body (new provision)

- Shall be brought to the attention of the IACPSO

THANK YOU