

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

CHED MEMORANDUM ORDER

No. ____
Series of 2013.

SUBJECT: STANDARDS AND GUIDELINES FOR THE ESTABLISHMENT OF
PROFESSIONAL INSTITUTIONS AND/OR CONFERMENT OF PROFESSIONAL
INSTITUTE STATUS VIS-À-VIS HIGHER EDUCATION INSTITUTIONS

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In accordance with the pertinent provisions of Republic Act No. 7722, otherwise known as the Higher Education Act of 1994, and further promote and enhance relevant and quality higher education in the country, the following standards and guidelines for the establishment of PROFESSIONAL INSTITUTIONS and conferment of PROFESSIONAL INSTITUTE STATUS vis-à-vis Higher Education Institutions (HEIs) are hereby adopted and promulgated, thus:

1. *Rationale* – the standards and guidelines for the grant of University Status as indicated in CMO 49 s. 1996 impose a common set of quality indicators for all Philippine HEIs regardless of their mission. This creates inefficiencies within HEIs and reinforces a penchant for university status resulting in a crisis of purpose with HEIs “falling short of being what they could be” and presumes that academic excellence is achievable only by universities. The introduction of a third classification of HEIs shall bring about more appropriate standards and mechanisms and can increase internal efficiency as HEIs classified as such are given leeway to focus their internal resources on the core functions of its classification.
2. *Standards and Guidelines in the MORPHE, 8th Edition* – The provisions contained in the Manual of Regulations for Private Schools (8th Edition) relative to conferment of status shall be updated, revised and/or amended accordingly to reflect the third classification of HEIs and are hereby made applicable to all HEIs (State Universities and Colleges, CHED supervised Higher Education Institutions, Private Higher Education Institutions, and Community Colleges) insofar as they are relevant.

3. *Professional Institutions, defined.* – An HEI typed as a Professional Institute is characterized as an institution of higher learning that provides educational experiences to develop technical knowledge and skills at the graduate and the undergraduate levels, which lead to professional practice. (e.g. Engineering, Medicine, Law, IT, Management, Teacher Education, Maritime Education). Professional Institutes, pursuant to their vision and mission, develop adults who will have the technical and practical know how to staff the various professional sectors and can respond to the needs of the economic and social development of the country and the rest of the world as well as to contribute to innovation in their respective fields.

To be typed as such, “Professional Institutes” must have:

- a) Full time permanent faculty members who have the relevant degrees as required by the CHED, as well as professional licenses and/or professional experience in the subject areas they handle;
 - b) Degree programs in the professional fields that develop graduates with specialized skills.
 - c) Learning resources and support structures that are appropriate for developing professional language and skills, including laboratories, practicum sites or internship programs, linkages with the relevant professional sectors, etc.
 - d) Sustained program linkages with relevant industries, professional groups, and organizations that support the professional development programs; and
 - e) Outreach programs involving all students *and their faculty/mentors/instructors* in social-development oriented experiences that allow them to develop the service orientation in their professions.
4. *Operational Standards and Guidelines* – the following are the operational standards and guidelines for the establishment of PROFESSIONAL INSTITUTIONS and conferment of the grant of PROFESSIONAL INSTITUTE status vis-à-vis HEIs, supplementing the pertinent provisions in the Manual of Regulations for Private Schools anent thereto, thus:
 - 4.1. Degree Programs. A Professional Institute maintains and operates, at least 60% of the recognized and/or authorized tertiary level degree programs or courses of studies offered for the various professional

areas (e.g. Engineering, Health, Medicine, Law, Teacher Education, Maritime, IT Management, Communication, Agriculture, Forestry and Fisheries, among others.)

- 4.2. Enrollment. At least 70% of the enrolment (graduate and undergraduate levels) is in degree programs in the various professional areas.
- 4.3. Instruction. A Professional Institute must exhibit a thrust for excellence and a commitment to high standards of instruction through the quality of its educational programs, outstanding achievements of its students, and a high passing rate of its graduates in licensure examinations for degree programs with prescribed board/state licensure exams in the last five years.
- 4.4. Faculty Requirements. For an HEI to operate as a Professional Institution and conferred status as such, the following initial conditions must be complied with:
 - 4.4.1. There should be a core of permanent faculty members.
 - 4.4.2. At least 50% of full time permanent faculty must have the relevant degrees as required by the CHED as well as professional licenses (for licensed programs) and/or professional experience in the subject areas they handle. All other faculty should have the relevant degrees, professional licenses (for licenced programs), and/or professional experience in the subejct area they handle.
 - 4.4.3. In the event a professional institute has doctoral programs, all faculty members teaching in these programs must have doctoral degrees.
- 4.5. Extension/Outreach Services – Professional institutes must have sustained program linkages with relevant industries, professional groups and organizations that support the professional development programs. Outreach programs participated in by the students and faculty allow them to develop a service orientation in their professions.

- 4.6. Site and Buildings. – A professional institute must own its institutional site whose buildings should be made of permanent materials constructed in accordance with existing laws, rules and regulations.
- 4.7. Library and Laboratory Facilities and Equipment – a Professional institute must provide learning resources and support structures as are appropriate to the HEI's technical or professional programs and must conform to the standards set by the CHED.
5. *Procedure* – an HEI seeking to establish itself as a professional institution or be conferred the status as such must submit to the CHED a written letter of request indicating its desire to establish itself as a Professional Institution /or for a change of status to a Professional Institute as the case may be.

Said letter of request must be accompanied by its full institutional profile which contains documentation on academic programs, enrolment data, faculty data, learning resources and support structures, and linkages and extension programs. The Chairman of the Commission shall then assign to a technical working group the task of evaluating the said application in accordance with this CMO and other pertinent rules and regulations.
6. *Review* – the standards and guidelines contained herein and the HEI's compliance with therewith shall be reviewed every three (3) years from the establishment of the HEI as a Professional Institution (Status) or the conferment of a Professional Institute Status to an applicant HEI.
7. *Applicability* – These standards and guidelines shall apply only to applications for the establishment of a Professional Institution or conferment of Professional institution Status filed after December 2013.
8. *Repeal* – all issuances in conflict therewith are hereby deemed revoked, revised, amended and/or appealed accordingly.
9. *Effectivity* – this CMO shall take effect fifteen (15) days following its publication in a newspaper of general circulation.

