

**PHILIPPINE ACCREDITING ASSOCIATION OF SCHOOLS,
COLLEGES AND UNIVERSITIES**

Commissions on Elementary, Secondary and Basic Education

Guidelines for Applicant Schools

1. CATEGORIES OF MEMBERSHIP

The accreditation process consists of several stages. Each stage is identified with a particular status of the institution applying for membership. Each of these stages has certain requirements and qualifications. The first category is APPLICANT STATUS followed by CANDIDATE STATUS and followed finally by MEMBER STATUS.

2. REQUIREMENT FOR APPLICANT STATUS

A Grade School/High School/Basic Education committed to institutional improvement through the guidance of PAASCU's Commissions may request to become an APPLICANT INSTITUTION. The requirements are:

- a.) An application letter from the President of the School addressed to the PAASCU Board of Directors:

***The President
PAASCU
Unit 107, The Tower at Emerald Square
J.P. Rizal corner P. Tuazon Sts.
1109 Quezon City***

***Telephone Nos.: 911-2845; 913-1998; 439-0934
Fax No.: 911-0807
E-mail: info@paascu.org.ph***

- b.) DepEd certificate of recognition.
c.) Submission of the following:

1. The mission statement and goals of the school
2. Enrolment Profile

3. The members of the governing board and their qualifications
4. Copy of By-Laws
5. List of faculty members and their academic qualifications
6. Other pertinent brochures or publications

3. TERMS AND CONDITIONS

- a. Applicant status is granted for a maximum period of three (3) years, except when extended by the Board of Directors.
- b. Written Annual Progress Report briefly outlining the progress of the institution in specific areas.

4. PAASCU'S ACTION AND RESPONSIBILITIES

- a. Formal acceptance as an APPLICANT INSTITUTION.
- b. Assistance through the school improvement program and consultancy services from the Commissions on Elementary, Secondary and Basic Education.
- c. Review of the Annual Progress Report submitted to the Commissions on Elementary, Secondary and Basic Education.