

FEDERATION OF ACCREDITING AGENCIES OF THE PHILIPPINES (FAAP)

PROCEDURES FOR APPLICATION & CERTIFICATION OF LEVEL III STATUS FOR ELEMENTARY AND HIGH SCHOOL PROGRAMS

This policy is directed to schools which have been granted "clean" reaccreditation status by their respective agencies and are eligible to apply for Level III, based on the provisions of DepEd Order No. 32, s. 2006.

Eligibility Requirement:

An accredited program must have successfully undergone a resurvey visit and must have been awarded a 5-year "clean" re-accreditation status.

Procedures:

1. The accrediting agency informs the school that it is eligible to apply for Level III.
2. The agency sends the criteria and the corresponding forms to the school to be filled out. The agency determines the time frame within which the Level II applicant institution should submit the documents.
3. **No visitation is required for those invited to apply for Level III. Submitted documents shall be the basis for granting Level III.**
4. The accrediting agency reviews the documents submitted and verifies compliance with the criteria set by DepEd and FAAP. *(Note: Supporting documents for the different criteria should be current, i.e. within the last five years)*
5. If found worthy of Level III status, the accrediting agency recommends to the FAAP that the accredited program be granted Level III status based on the following documents submitted by the agency:
 - Name of school, schoolhead, address, program applying for Level III, date of initial accreditation, date of last re-accreditation and Board decision.
 - A brief description of the documentary evidence for each indicator used.
 - A statement on where said evidence could be located should a need arise to review them.
6. The FAAP Board during a regular meeting shall review the report submitted by the agency and certify that the program is granted Level III status. **The new status shall be co-terminus with the number of years granted during the last accreditation.**
7. The FAAP shall issue the corresponding certificate attesting to the Level III status of the program

**PHILIPPINE ACCREDITING ASSOCIATION OF SCHOOLS,
COLLEGES AND UNIVERSITIES
(PAASCU)**

**APPLICATION FOR LEVEL III
(Elementary and High School Programs)**

Name of School : _____
Address : _____
Tel. No. : _____ Fax No. _____ E-mail : _____
Date when accreditation was first granted: _____
Latest accreditation status (number of years) _____
Validity (indicate year): _____
Total student enrolment: _____

FACULTY PROFILE

DEGREES COMPLETED	NO. OF TEACHERS	PERCENTAGE
Ph.D.		
Master's Degree		
B.S.Ed/B.E.ED		
AB/BS with 18 units in Education		
Others		
TOTAL		

In reporting degrees, use the individual's highest or more appropriate degree.

From the given number of faculty:

- Total Number of faculty with license _____
- Total Number of faculty without license _____

Submitted by:

President/Director/ Principal

Date: _____

GUIDELINES/ CRITERIA FOR LEVEL III STATUS

These guidelines/criteria are meant to help the schools as they prepare the documents for submission to the PAASCU Secretariat. **The narrative report should be limited to 100 pages. Appendices should also be limited to a maximum of 100 pages.**

1. A reasonably high standard of instruction

- Use of innovative teaching strategies across subjects in the delivery of curriculum content and learning outcomes
- Use of innovative materials and equipment to support learning
- Clear description of the process of monitoring and evaluating standards of instruction

2. Well developed mechanism for improving and upgrading its own curriculum

- Description of the curriculum. Presentation of subject description to indicate:
 - System of integration
 - Uniqueness of the curriculum
- Description of the process of reviewing and upgrading the curriculum

3. Creditable performance of its teachers that promote effectiveness of teaching and learning

- Description of the basis for rating faculty performance
- Updated list of the faculty's academic and professional qualifications (*Appendix A*)
- Evidence to show outstanding performance of teachers
- List of faculty's productive scholarship (e.g. books, manuals, research, modules and other articles published)

4. High level of achievement and performance of students in both academic and co-curricular activities.

- Performance of students in government and nongovernmental examinations
- Awards received in academic and non-academic competitions (municipal, provincial, regional, national and/or international level)
- Outstanding performance of students in seminars, conferences, leadership trainings, etc.

5. A highly visible community extension program describing the nature and extent of students' and teachers' involvement and the impact of such program/s on the community.

- Description of the Community Extension Program

- A copy of the program plan and the budget requirement. Sourcing and funding of the program
- Identify recipients/ beneficiaries of the program
- Impact studies or evaluation of the program

6. *A strong faculty development tradition evidenced by an appropriate budget allocation and/or systematic plan for staff development*

- Description of the Faculty/Staff Development Program
- Present evidence of budgetary allocation for faculty/staff development program

<p>GUIDELINES FOR THE SUBMISSION OF THE REPORT</p>

1. The school should fill out the Application Form for Level III.
2. Prepare a narrative report for each criterion and put together the pertinent documents or evidences to support your responses.
3. Documents presented should be current, i.e. within the last five years.
4. An index of the exhibits or appendices to the narrative report should be prepared for each criterion and included at the end of every section.
5. Two copies of the report should be submitted to the Secretariat.