

[DECS ORDER NO. 67 S. 1992, June 25, 1992]

**EDUCATIONAL SERVICE CONTRACTING AND TUITION FEE
SUPPLEMENT AT THE SECONDARY LEVEL SY 1992-1993**

Declaration of Policy — (1) R.A. No. 6728 entitled “An Act Providing Assistance to Students and Teachers in Private Education, and Appropriating Funds Therefor”, stipulates that it is the declared policy of the State, in conformity with the mandate of the Constitution, to promote and make quality education accessible to all Filipino citizens. The State also hereby recognizes the complementary roles of public and private schools in the educational system and the invaluable contribution they make to education.

(2) The Educational Service Contracting (ESC) Scheme which has been managed and administered by the Fund for Assistance to Private Education (FAPE) since SY 1986-87 is now directly administered by the Bureau of Secondary Education (BSE), Department of Education, Culture and Sports (DECS) through the DECSROs effective SY 1991-92.

(3) The Tuition Fee Supplement for high school students is administered by BSE and will continue to be under the administration and supervision of that Bureau through DECSROs.

(4) *Features of the Program* — In Educational Service Contracting (ESC), the government and private school may enter into a contract for the purpose of accommodating students in said private school. The government pays the tuition and other school fees of students who cannot be accommodated in public schools because of lack of teachers, space, or facilities, or similar reasons. The scheme may also be applicable in communities where there is no public school and the only educational service available is in a private school, subject to availability of funds after all other requirements have been met and explicit approval by the regional Director concerned as to the number of students to be accommodated, has been secured.

(5) ESC payment per student grantee shall be at the rate prescribed by the school for other students but not to exceed P1,320.00.

(6) The Tuition Fee Supplement (TFS) is a subsidy given by the government in the amount of two hundred ninety pesos (P290.00) per student enrolled in a private secondary school which charged less than P1,700.00 including subsidy for SY 1991-1992.

(7) *Implementing ESC and TFS Guidelines for SY 1992-93* — These guidelines on the management and implementation of the two assistance programs for high school students (ESC and TFS) are hereby promulgated for school year 1992-93 and shall be enforceable and in effect until otherwise changed, modified or repealed.

a. Project Management

1. State Assistance Council (SAC) shall be responsible for policy guidance and direction, monitoring, evaluation, and the promulgation of rules and regulations of GASTPE programs (ESC and TFS)

2. BSE-GASTPE Unit is composed of:

Chairman — BSE Director IV

Vice-Chairman — BSE Director III

GASTPE Coordinator — Chief, Staff Development Division

ESC Coordinator and Members

TFS Coordinator and Members

Responsibilities of the Unit:

Supervises, monitors, and oversees the implementation of ESC and TFS programs in all participating private schools;

Sends written communications to Regional Project Committee (RPC) on DECS guidelines and policies through channels;

Collects, collates, and interprets pertinent data on ESC/TFS from the RPC and makes periodic reports whenever needed; and

Evaluates/assesses the ESC/TFS program implementation.

3. Regional Project Committee (RPC)

Chairman — Regional Director IV

Vice-Chairman — Regional Director III

GASTPE Coordinator (Secondary Level) — Chief, Secondary Education Division (SED)

Asst. Coordinator — Asst. Chief, SED

Members: Head, Private Schools Association

NEDA Representative

DLG Representative

PSAS (Private Schools Area Supervisor)

Responsibilities of the RPC — Sets up Division Coordinating Committees (DCC) to handle ESC/TFS at the division level;

Identifies sites where excess enrollment is registered;

Supervises, monitors, and oversees the implementation of ESC/TFS programs in the regional level;

Provides BSE-GASTPE Implementing Unit with needed ESC/TFS data/reports;

Disseminates relevant information on ESC/TFS programs in the regions; and

Disburses ESC/TFS funds to participating schools/ beneficiaries and submits duly certified periodic updates to BSE-GASTPE Implementing Unit.

4. Division Coordinating Committee (DCC)
Chairman — Schools Division Superintendent
Vice-Chairman — Asst. Schools Superintendent for Secondary Level
Members: Private High School
Civic Sector Representative
Municipal Development Office Representative

Responsibilities of DCC:

Identifies *overflow students* according to guidelines set;

Checks, reviews, and processes ESC/TFS required documents presented by participating private schools;

Monitors and confirms enrollment data;

Prepares and submits needed statistical data on ESC/TFS programs to RPC; and

Endorses to RPC a duly certified:

a. TFS list of participating schools indicating the number of beneficiaries (after deducting the total number of ESC grantees from the total enrollment) and the amount claimed (number of beneficiaries multiplied by P290)

b. ESC list of participating schools indicating the number of grantees by year level and the total amount claimed (actual tuition and other fees charged).

These lists should be duly certified by the Division Finance Officer and the Schools Division Superintendent.

b. Procedural Management

1. Educational Service Contracting (ESC) Scheme

a. *Selection of Schools* — Any duly recognized private high school in the student's area of residence may participate in the ESC.

A school may be excluded from the ESC program when it does not comply with ESC guidelines, has low NCEE performance, high dropout rate, has congested classrooms, and inadequate support facilities.

When a school is excluded from further participation in ESC, the RPC shall make a report to the BSE- GASTPE Unit.

b. *Selection of ESC Grantees/Enrollment Procedure* — Public high school principal implements early enrollment schedule on a first-come-first served basis; number the names in the list consecutively until the prescribed limit consecutively until the prescribed limit is reached; the limit shall be determined by the Regional Director based on the existing physical facilities of the public schools as well as the number of teachers available.

Students enrolled after the school quota as determined by the Regional Director has