



Office of the Secretary

MAR 18 2008

DepED ORDER  
No. **18**, s. 2008

**Implementing Guidelines for DepED Order No. 81, s. 2007  
re Financial Assistance to Private *Madrasah***

To: Undersecretaries  
Assistant Secretaries  
Regional Directors  
Schools Division/City Superintendents

1. Pursuant to DepED Order No. 81, s. 2007, the Department shall grant financial assistance to private *madaris* in order to augment the recurrent cost of operation in the amount of P5,000.00 per student/school year effective SY 2007-2008. This assistance is in line with DepED's policy to decongest public schools by providing support to private institutions.
2. The **objectives** on the grant of financial assistance are as follows:
  - 2.1 To totally mainstream Madrasah Education as a component of the National System of Basic Education. This means that the prescribed subjects in the Basic Education Curriculum (BEC) for both elementary and secondary levels shall be offered by private *madaris*, in addition to Islamic religious subjects.
  - 2.2 To serve as an incentive for these *madaris* so they shall gradually phase out their present/existing curriculum;
  - 2.3 To raise the quality of instruction of private *madaris* comparable to sectarian and other private schools; and
  - 2.4 To augment the recurrent cost of operation in the initial years of their adoption/implementation of the Standard Madrasah Curriculum.
3. **Requirements for Entitlement**
  - 3.1 The *madrasah* must obtain a permit to operate and subsequently be duly recognized by the Department. Item B.1.a. of DepED Order No. 46, s. 2005 provides the details in securing permit. The *madrasah* located in ARMM shall be recognized by DepEd – ARMM. The educational program to be offered shall be the Standard Madrasah Curriculum for Private *Madrasah* (as prescribed and approved under DepEd Order No. 51., s. 2004).
  - 3.2 The financial assistance shall be granted only to schools implementing the Standard Madrasah Curriculum (SMC) for Private *Madrasah* beginning at Grade I level.

Priority in the grant of this financial assistance shall be accorded to *madaris* that implemented the SMC beginning SY 2005-06, especially those assisted by BEAM of AusAID and EQUaLLS of USAID. Students/pupils entitled for the assistance are those in Grades I, II and III levels.

- 3.3 The *madrasah* must charge and collect tuition fee in an amount at least equal to the financial assistance of P5,000.00.

#### 4. Procedures for Entitlement:

After complying with the above requirements, the private *madaris* shall undertake the following procedures for Entitlement;

- 4.1 Submit an application letter to the concerned Division Office to avail the financial assistance of P5,000.00 per student/school year. The application shall be supported by the following documents:
- 4.1.1 Authenticated copy of the Approved Authority to Operate granted by the concerned DepED Regional Office or DepED-ARMM.
  - 4.1.2 A Certification signed by the Academic Head and the President of the private *madrasah* stating that the old curriculum of the *madrasah* shall be gradually phased out starting SY 2008-09. For this purpose, the *madrasah* shall enter into a Memorandum of Agreement with the Department.
  - 4.1.3 Statement signed by the Academic Head or Registrar and the President of the *madrasah* that the amount of tuition fee collected is not less than P5,000.00 per student/ school year. This should be supported by the schedule of tuition and other fees duly approved by the concerned *madrasah* officials/authorities.
  - 4.1.4 List of students/pupils enrolled by grade level supported by copies of the individual registration with I.D. picture.
  - 4.1.5 List of teachers handling secular subjects (e.g. English, Science, Math, Filipino, & Makabayan) with their academic qualifications and LET ratings. On the third year of receiving the financial assistance, only LET passers shall be employed by the *madrasah*.
- 4.2 Responsibilities of DepEd Central, Regional, Division Offices and DepED ARMM
- 4.2.1 The Schools Division Superintendent, upon receipt of the Application for financial assistance and within a period of 15 working days, shall cause the verification of the application and conduct an inspection visit of the *madaris*. Thereafter, and within 5 working days, the SDS shall submit his/her recommendation (favorable or unfavorable) to the Regional Director.



- 5.5 The payment to the *madrasah* shall be released through the Land Bank of the Philippines (LBP). For this purpose, the school shall open an account at their local LBP Branch.

## 6. Utilization of Financial Assistance

- 6.1 The total financial assistance provided to each beneficiary *madrasah* shall be allocated as follows:
- a. 80% for the salaries of BEC teachers; and
  - b. 20% for the improvement of classroom facilities of students/ pupils receiving financial assistance and are enrolled in the SMC

## 7. Procedure for the Annual Renewal of Financial Assistance

- 7.1 One week (1) after the closing of the school year, the recipient *madrasah* shall submit a report to the Office of the Undersecretary for Muslim Affairs, copy furnish the Regional and Division Offices, containing the following:
- 7.1.1 Enrolment report reflecting the grades of each student; and
  - 7.1.2 List of teachers of secular subjects with their academic qualifications including the certification for passing the LET;
- 7.2 The National Achievement Test for Grades III & VI shall also be administered to recipient *madaris*. NETRC shall submit report on test results to the Office of the Undersecretary for Muslim Affairs.
- 7.3 The Division Office shall administer a post-test on Reading (English and Filipino) for Grades I – II before the end of the school year. The test results shall be submitted back to the *madaris*, copy furnish the Regional Office and the Office of the Undersecretary for Muslim Affairs.
- 7.4 Assessment of submitted reports (items 7.1 to 7.3) shall be made immediately and shall be one of the bases for the renewal of financial assistance.
- 7.5 Annual renewal shall be granted only to *madaris* that performed satisfactorily based on items 7.1 to 7.3, 8.1 and 8.3. The renewal of the grant shall be approved by the Undersecretary for Muslim Affairs. The NOTICE OF RENEWAL and LETTER OF AWARD to newly enrolled students/ pupils shall be signed by the Secretary of Education.


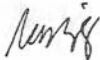
## 8. Monitoring

- 8.1 The recipient *private madrasah* shall submit reports on the utilization of the financial assistance – to be supported by the payroll of teachers, certified by the school officials – and other reports (e.g., item 5.3) to the Office of the Undersecretary for Muslim Affairs.



- 8.2 A monitoring team composed of personnel from the Office of the Undersecretary for Muslim Affairs, Accounting Division, Region and Division Offices concerned shall be created. The team shall be monitoring the recipient *madaris* twice within the school year whereby the monitoring reports shall also be made as one of the basis for the renewal of financial assistance.
- 8.3 The Office of the Undersecretary for Muslim Affairs shall consolidate monitoring reports (financial and academic performance) and utilize the same as additional basis for the renewal of the grant of financial assistance to concerned private *madaris*.

**9. Immediate dissemination of and compliance with this Order is enjoined.**

  
**TEODOSIO C. SANGIL, JR.**  
Officer-In-Charge 

Encl.:  
As stated

Reference:  
DepED Order: (No. 81, s. 2007)

Allotment: 1—(D.O. 50-97)

To be indicated in the Perpetual Index  
under the following subjects:

CURRICULUM  
POLICY  
PROGRAM



DEPARTMENT OF EDUCATION  
Madrasah Education Program  
Financial Assistance to Private Madaris



FORM 1

Name of School: \_\_\_\_\_  
Address: \_\_\_\_\_  
Region: \_\_\_\_\_  
Contact No.: \_\_\_\_\_

School Year: \_\_\_\_\_ Semester: \_\_\_\_\_

Items	Grade Level with BEC			
	Grade I	Grade II	Grade III	TOTAL
No. of Enrollees				
No. of Drop-outs*				
No. of BEC Teachers				

\* only for second semester

Prepared by:  
\_\_\_\_\_

Noted by:  
\_\_\_\_\_