



CONCORDIA COLLEGE
Higher Education Department
School Year 2019-2020

April 30, 2020

To : **Higher Education Department Students**

From : **Gerardo Antonio Buendia, MAPM**
OIC –HED Circle of Leaders

Subject : **Academic Guidelines for School Year 2019 - 2020**

Greetings of Peace, Faith and Hope to Everyone!

The government made an extension of the implementation of the Enhanced Community Quarantine (ECQ) in NCR. With this, the Commission on Higher Education (CHED) issued an order for Colleges and Universities following the new school calendar (classes that opened in July or August 2019) NOT to conduct anymore face - to - face classes in the light of COVID - 19 crisis.

With Philippine condition still uncertain, the Vincentian Mission Team approved the implementation of the following academic guidelines relative to School Year 2019 - 2020:

- 1) May 16, 2020 is the school's official closure of the School Year 2019 – 2020 based on the school calendar submitted to CHED.
- 2) Faculty made alternative instructional modality of giving online activities or lectures for continuous learning. April 30, 2020 is the last day of uploading online lectures and course requirements by the HED faculty.
- 3) Faculty monitors the students' online submission of learning outputs.
- 4) Final Grade computation is 50% of Prelim Grade and 50% of the Final Grade. Components of Final Grades include all learning outputs / course requirements complied before ECQ and online outputs / course requirements submitted online during ECQ.
- 5) Students who were not able to comply the requirements through online can still submit to Concordia College through delivery services like Grab, LBC and the like. Deadline of submission of online and offline course requirements is on May 30, 2020. A grade of INCOMPLETE subject for completion within one School Year will be given to students who failed to comply with the requirements.
- 6) Summer classes will only be offered to graduating students. Schedule of enrollment and classes will be posted online.
- 7) Graduation Rites may be held in August or September 2020 depending upon the result of consultation with the students and the academic community. This proposal is subject to change depending upon the final directive that will be set forth by CHED and the recommendation of IAFT in compliance to health requirements.
- 8) Proposed opening of the School Year 2020 - 2021 is August 2020 but stakeholders will still be consulted as to an implementation of alternative learning delivery modalities that will

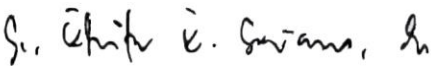
help contain further spread of the corona virus. Please take part as respondents once we conduct a survey.

May our loving God continue to bless us, our families and the entire world with His loving protection.

Endorsed by:

(Sgd) Dr. ROSALINA A. CAUBIC
Vice President for CIRC

Approved by:


Sr. ELENITA E. SORIANO, DC
President