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## Philippine Association of Colleges and Universities

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Ortigas Centre, Pasig City  
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### APPLICATION FOR MEMBERSHIP

Membership in the Philippine Association of Colleges and Universities (PACU) is open to **private higher educational institutions** (HEIs) with programs and missions consistent with the purposes of PACU. PACU aims to contribute to nation-building through transformative private higher education in a deregulated environment imbued with a global perspective and anchored on social responsibility and mutual cooperation.

Other membership criteria involving the integrity of the potential member school, the reputation of the higher educational institution, and the willingness of the potential member school to support the programs and projects of PACU must be met. Private HEIs applying for membership to PACU also must meet the following requirements:

1. It must be a college or university of good and reputable standing, with recognized programs specific to that college or university campus site being applied for, and must have been in operation for at least five (5) academic years, with at least three (3) years of graduating cohorts for at least three (3) duly government recognized programs for higher education at the time of application;
2. It must have a minimum total enrollment of 2,000 students with a higher education enrollment of at least 1,000 students from the same campus site;
3. It must secure an endorsement from a bona fide PACU member school which is not part of its system or corporate structure;
4. It must be punctual in meeting its financial obligations, particularly to its faculty; and
5. It owns a school site and building, or is engaged in a long-term lease of not less than ten (10) years, and it has an adequate building program, and has met the minimum standards for campus infrastructure, resources, and facilities set by relevant laws and regulations.

Date: \_\_\_\_\_

1. Name of College or University \_\_\_\_\_

2. Address \_\_\_\_\_

Telephone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Website: \_\_\_\_\_

3. Date Established (M/Y) \_\_\_\_\_

No. of Years in Existence \_\_\_\_\_

4. Stock, Non-Stock or Foundation \_\_\_\_\_

5. Capitalization \_\_\_\_\_ Paid Up Capital \_\_\_\_\_

6. Fixed Assets (*Optional*)

a. School Site: Lot area & floor area  
in square meters or hectares: \_\_\_\_\_

Book value : \_\_\_\_\_

b. Buildings: Book value : \_\_\_\_\_

b.1. Type of buildings : \_\_\_\_\_

(concrete, semi-concrete, or wooden)

b.2. Total number of classrooms: \_\_\_\_\_

b.3 Typical size of classrooms : \_\_\_\_\_

b.4 Are buildings owned or rented? \_\_\_\_\_

**7. Enrollment Data**

	<b>Total</b>
a. Pre-elementary	_____
b. Elementary	_____
c. High School	_____
d. Technical Vocational	_____
e. Collegiate degree courses (by course – law, engineering, etc.)	
_____	_____
_____	_____
_____	_____
_____	_____
f. Graduate courses:	
_____	_____
_____	_____
_____	_____
_____	_____

*N.B. If additional space is necessary, please use the back page hereof.*

**Grand Total Enrollment** \_\_\_\_\_

**8. Data on Teaching Personnel**

	<u>Full-Time</u>	<u>Part-Time</u>	<u>Int'l. Faculty</u>
a) Pre-Elementary	_____	_____	_____
b) Elementary	_____	_____	_____
c) High School	_____	_____	_____
d) College	_____	_____	_____
e) Graduate Courses	_____	_____	_____
Totals	_____	_____	_____

**Total Number of Teaching Personnel** \_\_\_\_\_

Number of Faculty Members with Earned Master's Degrees \_\_\_\_\_

Number of Faculty Members with Earned Doctoral Degrees \_\_\_\_\_

**9. Courses Offered**

*Date of Government Recognition / Permit*

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_
- e. \_\_\_\_\_
- f. \_\_\_\_\_
- g. \_\_\_\_\_
- h. \_\_\_\_\_
- i. \_\_\_\_\_
- j. \_\_\_\_\_

*N.B. If additional space is necessary, please use the back page hereof.*

**10. List of Institutional or Program Accreditation, Certifications, Recognition Granted by Government and Private Agencies/Bodies**

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_
- e. \_\_\_\_\_
- f. \_\_\_\_\_
- g. \_\_\_\_\_

*N.B. If additional space is necessary, please use the back page hereof.*

**11. Library Facilities (Optional)**

- a. Total Seating Capacity \_\_\_\_\_
- b. Total Number of Library Books \_\_\_\_\_
  - b.1. Professional Books \_\_\_\_\_
  - b.2. Cultural Books \_\_\_\_\_
  - b.3. Technical Books \_\_\_\_\_
  - b.4. Others \_\_\_\_\_
- Total Volumes \_\_\_\_\_



**Note:** An applicant school will be assessed an **Application Fee** of **P5,000**, and is required to be paid upon submission of the application papers. Once admitted as a member, Annual Membership Dues will be assessed at **P3.10 per student** based on the total enrolment figures at the start of the school year. The initial annual membership dues must be paid before the official oath-taking ceremony as a bona fide member of PACU.

**PACU Bank Account Details:**

Account Name: Philippine Association of Colleges and Universities, Inc.  
Bank Name/Branch: Security Bank, San Miguel Avenue Branch  
Account No. : 0381-009093-001

**Enclosures:** To facilitate the processing of your Institution’s application for membership, kindly submit the following documents:

1. A true copy of your Articles of Incorporation and By-Laws;
2. Photocopies of permits and recognitions of your school’s course and program offerings;
3. A copy of your School’s latest catalog or brochure;
4. A copy of your School Annual and/or School Organ (any issue will do);
5. An updated data on enrolment by level for the first semester of the current school year;
6. Lease Contract (if renting);
7. Latest prospectus; and
8. Photographs of the Campus

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**Data Privacy Notice:**

All personal and institutional information collected through this application shall be processed in accordance with the Data Privacy Act of 2012 and used solely for PACU membership evaluation, verification, and related official purposes. PACU shall implement appropriate safeguards to ensure the confidentiality, integrity, and security of all submitted data, and shall not disclose such information to third parties without a lawful basis or consent, except as required by law.