Regulation (Private Educational Institutions) (Amendment) Act 2002

1. The following regulations may be cited as the Education Act.

Regulation 2005

Education (Private Educational Institutions)

Act 13 of 2004

EDUCATION ACT

SL 49 of 2005

[Supplement to Official Gazette 163 September 2005]
3. No person shall conduct a private educational institution otherwise than under and in accordance with a certificate of registration issued under these Regulations.

4. (1) Every application for a certificate of registration or re-registration shall be made on a form provided by the Ministry and shall contain such particulars as may be required.

(2) An application under sub-regulation (1) shall be accompanied by:

(a) a copy of the curriculum vitae of the Principal; and,

(b) a copy of the Business Tax certificate, where applicable;

(c) a copy of the first health inspection report or certificate in respect of the premises of the educational institution;

(d) a copy of the last fire safety inspection report or certificate in respect of the premises of the educational institution; and,

(e) a copy of the last fire safety inspection report or certificate in respect of the premises of the educational institution;

(f) a certificate for the prescribed registration fee applicable.

5. An application for registration or re-registration shall be made by the Principal or the owner or the authorized representative of any other person or body of persons owning the educational institution.

6. The Principal whose name shall always be specified in the certificate shall personally be responsible to ensure that the information provided in the application is true and correct.

7. Where the Principal specified in the certificate ceases to function as such for any reason whatsoever during the period of validity of the certificate, the owner shall give notice in writing to the Minister of that fact and submit the particulars of the person who has assumed office as Principal thereafter and the certificate shall be amended by the substitution of the name of that person for that of the outgoing Principal.

8. Where no notice in compliance with regulation 7 is given within one month from the date on which Principal has ceased to hold office, the certificate of that institution shall be deemed to have been cancelled on the day following the lapse of the period of one month.

9. The information provided in an application under regulation 4, or for a review under regulation 12 must show that the minimum standards for private educational institutions set by the Ministry are being complied with and approval for registration or the continued validity of a certificate will depend on the private educational institution fulfilling such minimum standards.

10. The decision to approve or refuse an application for a certificate of registration or re-registration or to refuse a review, revocation, or continued validity of a certificate shall be communicated to the applicant not later than one month from the date of application. The applicant shall be notified of the reasons for the refusal or revocation within the same period.
14. A certificate of registration or re-registration shall include

(1) the full name and address of the Head of the

(2) the name and address of the Proprietor of the

(3) the name and address of the Institution

(4) the registration number of the Educational Institution

(5) the name of the Province

(6) the name of the region

(7) the number of students enrolled

(8) the number of teachers employed

(9) the number of courses offered

(10) the number of credits awarded

15. Any certificate of registration or re-registration shall be made by an Educational Institution which, by virtue of a special act, is authorized to grant degrees in educational instruction.

16. The Ministry shall publish in the Gazette and a national newspaper the list of registered private educational institutions.

17. An application for registration or re-registration shall be made by an educational institution.

18. Upon receipt of an application for review, the Ministry shall conduct a comprehensive review of the educational institution to determine the continued validity of the certificate of registration or re-registration as may be prescribed for a period of up to 12 months. The decision of the Ministry shall be final and binding on the educational institution.

19. The educational institution is subject to review by the Ministry every five years and the certificate of registration or re-registration shall be renewed.

20. The Ministry may revoke the certificate of registration or re-registration if failure to comply within 15 days of receipt of an application for registration, the certificate of registration or re-registration is not revoked by the Minister within 15 days after receipt of an application from an interested party.

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<th>Level of Education and Training</th>
<th>Annual Fee (inclusive of processing fee)</th>
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<tbody>
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<td>P10,000.00</td>
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<td>P20,000.00 - P35,000.00</td>
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1. The Schedule of fees shall be reviewable and shall be as follows:

   a) Annual Registration Fees

   b) Registration Fees

SCHEDULE

[26th September 2005]