



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION

CHED MEMORANDUM ORDER (CMO)

NO. 65

Series of 1996

SUBJECT : USE OF CHED DATA ELEMENT MANUAL (NO. 96-1)

In accordance with the pertinent provisions of Republic Act No. 7722, otherwise known as the "Higher Education Act of 1994," and by virtue of Resolution No. 001, Series of 1995, of the Commission en banc, the following guidelines for the implementation of the standard Higher Education (HE) data gathering are hereby promulgated for the strict compliance of all concerned, thus:

1. The CHED Data Element Manual (No. 96-1) should be used in coding the details of data rather than writing the full description at the HEIs' level and encoding at the HEROs' level;
2. The HSTAND² (page V-3 and V-7 of the manual) should be used in computing the Full-Time Equivalent (FTE) students;
3. The CHED Data Element Manual (No. 96-1) may not be complete in its initial implementation and, therefore, is open for additional codes; specifically in the discipline codes; and
4. All problems and questions encountered in using the manual should be addressed to Maria Teresita M. Semana of the Commission's Information Unit.

SO ORDERED.

Pasig City, Philippines, November 14, 1996


ANGEL C. ALCALA
Chairman

Copy Furnished:
Registrars of HEIs (SUCs, PHEIs, CHEIs
and LUCs)
HERO Regional Directors