



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

CHED MEMORANDUM ORDER

No. 44,
Series of 2007

SUBJECT : SUBMISSION OF THE ELECTRONIC COPY IN CD-ROM OF THE GRADUATE PROGRAMS' THESES/ DISSERTATIONS TO THE COMMISSION ON HIGHER EDUCATION

Pursuant to the pertinent provisions of Republic Act No. 7722 otherwise known as the "Higher Education Act of 1994" and the CHED commitment to establish CHED Library to serve as knowledge repository and information center, all higher education institutions (HEIs) are enjoined to submit electronic copies of completed theses/dissertations stored in CD-ROM to their respective CHED Regional Offices one month after the end of each semester/term starting Academic Year 2006-2007. The HEIs are also encouraged to submit theses/dissertations completed during the last three academic years (AY 2003-2004 to 2005-2006). After the initial verification, these shall be forwarded by the CHEDROs to the CHED Library in the CHED Central Office.

The CD-ROM, which may contain several theses/dissertations in MS Word, Open Office, Star Office or portable document format (pdf), should be labeled as follows:

Name of the Institution:
Address:
Region:
Academic Year:

Based on these theses/dissertations submitted to CHED, bibliographic entries such as author, title of the study, abstract, HEI and field of specialization shall be extracted and form part of the Union Catalog of the Philippine Electronic Library Project (Phil eLib) for electronic access (<http://www.elib.gov.ph>). Researchers requiring access to full texts shall be referred to the authors/HEIs.

The Presidents/Heads and Deans of all HEIs are urged to extend their wholehearted cooperation.

Pasig City, Philippines, July 27, 2007.


CARLITO S. PUNO, DPA
Chairman

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