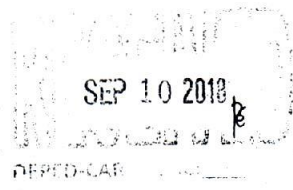
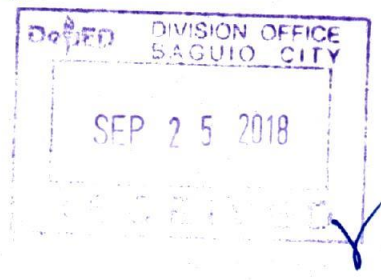




Information Office
**UNIVERSITY OF THE PHILIPPINES
OPEN UNIVERSITY**

Los Baños, Laguna 4031
(6349) 536 6001 to 6006 loc 710, 351; 536 5992

24 August 2018



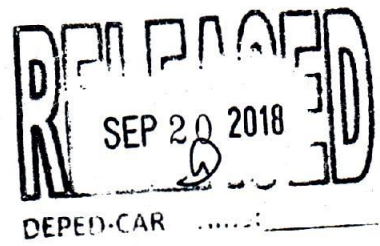
May B. Eclar
Regional Director (OIC)
DepEd Region CAR Wangal
La Trinidad, Benguet

Dear Dir. Eclar:

We would like to share with you the program offerings of the **University of the Philippines Open University (UPOU)** which we think might interest you and your staff. The UPOU is the fifth constituent unit of the University of the Philippines (UP) System. We are the pioneer in online teaching and learning, and continues to play a leading role in the study and practice of open learning and distance education in the Philippines.

The UPOU is mandated by Republic Act 10650 (Open Distance Learning Act) to assist relevant national agencies, higher educational institutions and technical and vocational institutions in developing their distance education programs through training, technical assistance, research and other academic and professionalization programs. It is mandated to contribute toward upgrading the national education system of the country by developing innovative instructional strategies and technologies, and sharing these with other colleges and universities.

To date, the UPOU offers **three undergraduate and 27 graduate programs** which applicants can choose from ranging from communication, education, health, social work, information technology, environment and management studies.



www.upou.edu.ph | info@upou.edu.ph

Republic of the Philippines
Department of Education
Cordillera Administrative Region
Wangal, La Trinidad, Benguet



ENDORSEMENT

September 12, 2018

**TO: ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED**
(Elementary & Secondary)
FOR YOUR INFORMATION AND DISSEMINATION

FEDERICO P. MARTIN, Ed.D, CESO VI
Schools Division Superintendent

MAY B. ECLAR, Ph.D., CESO V
Regional Director

We also offer **non-formal courses** that cater to the needs of the modern and professional society. The UPOU has also pioneered the **Massive Open Online Courses (MOOC)** in the Philippines. Massive Open Online Courses (MOOCs) are web-based courses that are designed for unlimited participation by learners and are open to the public for free. Massive Open Distance e-Learning (MODeL) is the UPOU's platform for Massive Open Online Courses (MOOCs). We currently offer categories & certification series in various disciplines. Commission on Higher Education endorses Massive Open Online Courses to interested participants from Higher Education Institutions (HEIs).

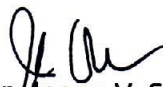
As part of its thrust to make learning more accessible to the larger community, the UP Open University launched the **UPOU Networks** (<http://upounetworks.net>) in 2010. The UPOU Networks is the online repository of all multimedia resources produced by UPOU which can be accessed for free.

We hope that this communication helped you recognized the UP Open University and its services as an educational opportunity for lifelong learning. The Open and Distance eLearning mode of learning gives people the chance to learn without living their home and work place.

For more details about the UPOU, you may visit our website at www.upou.edu.ph. For inquiries, you may email us at inquiries@upou.edu.ph.

We look forward to hearing from you and if you require any more information from us please do not hesitate to email us. Thank you.

Sincerely,



Dr. Joane V. Serrano
Director
Information Office
University of the Philippines
Open University



<https://model.upou.edu.ph>



model@upou.edu.ph



fb.com/upoumodel



[@UPOpenU](https://twitter.com/UPOpenU)

Massive Open Online Courses (MOOCs) 2018

January-February

- Blended Teaching and Learning Using OERs (6 Jan-2 Feb 2018)
- Teaching and Learning with Modern ICTs (6 Jan-16 Feb 2018)
- Quality Assurance in ODeL (22 Jan - 24 Feb 2018)
- ODeL 101: Introduction to ODeL (22 Jan - 24 Feb 2018)

March

- Strategic Planning in ODeL (5 Mar-7 Apr 2018)
- Designing Learning in ODeL (5 Mar-7 Apr 2018)

April-May

- Content Development for ODeL (16 Apr-19 May 2018)
- Assessment of Learning in ODeL (16 Apr-19 May 2018)
- Quality Assurance in ODeL (16 Apr-19 May 2018)

June

- Business Analytics Concepts and Frameworks (04 Jun-30 Jun 2018)
- Introduction to Database Management Systems (04 Jun-30 Jun 2018)
- Social Entrepreneurship (4 Jun-30 Jun 2018)
- CP_ODeL 101: Introduction to ODeL (13 Jun-01 Jul 2018)

July

- Database Management and Business Analytics Applications (02 Jul-28 Jul 2018)
- Knowledge Discovery in Databases (02 Jul-28 Jul 2018)
- Quality Assurance in ODeL (9 Jul-11 Aug 2018)
- Designing Learning in ODeL (9 Jul-11 Aug 2018)

August

- The Kimball Lifecycle (06 Aug-31 Aug 2018)
- Supervised Learning: Classification Methodologies (06 Aug-31 Aug 2018)
- Introduction to Predictive Analytics and Analytics Modelling & Data Pre-Processing (06 Aug-31 Aug 2018)

- Introduction to R programming (06 Aug-31 Aug 2018)
- Strategic Planning in ODeL (20 Aug-22 Sept 2018)
- Content Development for ODeL (20 Aug-22 Sept 2018)
- Learner Support in ODeL (20 Aug-22 Sept 2018)

September

- Data Warehousing and Dimensional Modeling (03 Sep-28 Sep 2018)
- Supervised Learning: Regression Methodologies (03 Sep-28 Sep 2018)
- Supervised & Unsupervised Learning (03 Sep-28 Sep 2018)
- Using Spreadsheets for Analytics (03 Sep-28 Sep 2018)

October

- Assessment of Learning in ODeL (1 Oct-4 Nov 2018)
- Technology in ODeL (1 Oct-4 Nov 2018)
- Introduction to Descriptive Analytics (01 Oct-20 Oct 2018)
- Unsupervised Learning Methodologies (01 Oct-20 Oct 2018)
- Introduction To Prescriptive Analytics And Operations Research Overview (01 Oct-26 Oct 2018)
- Introduction to Business Intelligence Tools (01 Oct-26 Oct 2018)
- Data Pre-processing (22 Oct-24 Nov 2018)
- Risk Analysis & Ethics (29 Oct-23 Nov 2018)

November

- Data Visualization and Communication (26 Nov-21 Dec 2018)
- Finance and Accounting Analytics (26 Nov-21 Dec 2018)

2019

- Prescriptive Analytics: Formulating and Solving Linear Programming Models (14 Jan-08 Feb 2019)
- Prescriptive Analytics: Transportation, Transshipment and Assignment Problems (11 Feb-08 Mar 2019)
- Prescriptive Analytics: Network Problems (11 Mar-05 Apr 2019)



UPOU NETWORKS MOBILE APP

Learning starts here.

Lets you access hundreds of UPOU educational materials for free, anytime, anywhere. These include open educational resources, videos, podcasts, and PDFs. Through the app, you can get to watch UPOU lectures and events streamed on real-time.

Download the mobile UPOU NETWORKS App for **free**.



<http://networks.upou.edu.ph>

How to Apply for Admission to UPOU Programs

1 Qualification to the Program



What program will I take? Am I qualified to this program?

- Check our list of programs
- Read the admission qualifications for each program

Do I have to take an admission exam?

YES!

You will be informed through email whether or not you are qualified or exempted to take the admission exam.

Programs with Admission Test

Programs with admission test:

All undergraduate programs (AA, BAMS, BES)
PHD in Education (PHD ED)
Master of Public Management (MPM)

Programs with Qualification Exam (QE):

Master of Arts in Language and Literacy Education (MLLE)
Master of International Health (MIH)

How much is the application and Tuition fee?

	Local Applicants	Applicants based abroad
UNDERGRADUATE	Php 350.00	USD 75.00
DIPLOMA/MASTERS	Php 500.00	USD 100.00
DOCTORAL	Php 500.00	USD 100.00

Tuition Fee is PHP1,000/unit or 8,000 to 14,000/sem

2 Documentary Requirements



What are the documents I need to submit for my admission application?

Prepare the documents

- required by the Office of the Registrar (OUR)

Visit our.upou.edu.ph for the list of documentary requirements.

- required by the program you have chosen

Check the program requirements again.

Note:

- Check the list of valid TOR
- Make sure that you keep your proof of payment
- Submit all documents required to avoid delays in the evaluation of your application for admission

3 Sending the Documents



How and where should I send the documents?

- First apply through Online Application System (OAS)
- Second mail the original documents through courier service to:

The Admission Section
Office of the University Registrar
UP Open University
Los Baños, Laguna 4031
Philippines

When should I submit the documents?

- Check the UPOU Academic Calendar
 - Check if the program you are taking is offered in SEMESTRAL or TRIMESTRAL
 - Programs offered in trimestral are Undergraduate Programs; PTC, MDE and GCDE
- All other programs are offered in semestral

There is NO 2nd Semester intake for the following programs:

- Diploma in International Health
- Diploma in Computer Science
- Master of Information Systems
- Master of Arts in Nursing
- Master of Development Communication
- Doctor of Communication

4 Application Result



How would I know that I am admitted?

- Monitor the progress of your application in your Online Admission System (OAS) account.
- An official notice of admission will be sent through your email. Wait for the result of your application two weeks before the registration period of each term.
- The list of admitted students will also be posted at the OUR microsite.

For more inquiries, please email admissions@upou.edu.ph

UPOU Academic Term Dates

TRIMESTER

1st - August to November
2nd - January to March
3rd - May to August

SEMESTER

1st - August to December
2nd - January to May
Mid Term - May to July



Important Dates for Applicants:

Academic Calendar for AY 2018-2019

Semestral Schedule

Deadline for submission of application for admission

for all programs _____

except MPM _____

PHD in Educ _____

18 May 2018

23 March 2018

9 March 2018

21 September 2018

13 July 2018

29 June 2018

Admission Test and Exam Schedule

Graduate Admission Test (GAT) for MPM _____

Doctoral Admission Test in Education (DATE) for PhD _____

Qualifying Exam Schedule for MLLE _____

Qualifying Exam Schedule for MIH/ MSW _____

12 May 2018

TBA

16 June 2018

23 June 2018

15 September 2018

TBA

27 October 2018

Registration Period _____

Start of Classes _____

6-15 August 2018

25 August 2018

17-16 January 2019

26 January 2019

20-24 May 2019

1 June 2019

Important Dates for Applicants:

Academic Calendar for AY 2018-2019

Trimestral Schedule

Deadline for submission of application for admission

for undergraduate programs _____

for MDE, GCDE and PTC Programs _____

1st
August to November

9 March 2018

18 May 2018

2nd
January to March

27 July 2018

6 October 2018

3rd
May to August

1 December 2018

Admission Test

Undergraduate Admission Test (UgAT) _____

12 May 2018

29 September 2018

2 February 2019

Registration Period _____

8-15 August 2018

10-18 Dec 2018

22-30 April 2019

Start of Classes _____

25 August 2018

5 January 2019

11 May 2019



BACHELOR OF EDUCATION STUDIES (BES)

The Bachelor of Education Studies (BES) program, with specializations in Alternative Education Systems (AES) and in Instructional Design and Technology (IDT), is designed to develop education professionals for various types of education work in diverse contexts.

The specialization in AES focuses on non-traditional or non-mainstream approaches to teaching and learning, including home schooling, work-based learning, distance education, open learning, community education, and non-formal education. BES AES majors will be equipped to pursue careers in:

- Curriculum and materials development for alternative education programs
- Teaching in the non-formal education or alternative learning sector
- Training and human resource development
- Education-related development work, such as the design and delivery of health education programs and environmental advocacy programs

IDT is a multidisciplinary field of study that focuses on the systematic use of technology to address educational challenges both in school-based and alternative learning environments. IDT majors will be equipped to pursue careers in:

- Design of technology-supported education programs and curricula, including online curricula
- Instructional systems and materials development
- Learning network management and support
- Teaching courses in educational media and technology

OBJECTIVES

The program as a whole aims to develop education professionals who have:

- a critical perspective on the role of education and the challenges faced by educational systems in a modern developing society in a global context;
- a strong foundation in the key concepts and disciplines of education, including philosophy, psychology, history, and social and cultural theory;
- skills in the design and delivery of educational programs, including skills in instructional design, assessment and student support, curriculum development, and instructional materials development using a range of educational technologies;
- skills for the systematic study of education policy and practice, including research literacy, argumentation, and the communication of educational ideas; and
- a holistic, integrative, reflexive, and research-based approach to learning and education, including their own education as professionals and as lifelong learners.

In addition, the specialization in AES aims to develop education professionals with:

- a deep appreciation of the various contexts and modalities of education and learning, including education in multicultural settings, alternative forms of education, and informal learning; and
- skills in the design, delivery, and evaluation of alternative education programs.

The specialization in IDT aims to develop education professionals with —

- a holistic understanding of the potential benefits of technologies for education as well as the conditions necessary for technologies to be effective in educational contexts; and
- skills in the design, development, use, management, and evaluation of learning resources, tools, and environments.

MODE OF INSTRUCTION

All courses are taught online following the principles of guided independent study and collaborative inquiry. The teaching practicum is an internship in an educational setting to be supervised at a distance also using Web technologies.

ADMISSION REQUIREMENTS

Applicants for admission must:

- Present a valid high school diploma and transcript of records from a Department of Education (DepEd)-recognized secondary school, or an official DepEd certification of having taken and passed the ALS Accreditation and Equivalency Test for the secondary level
- Take and pass the UPOU Undergraduate Admission Test (UgAT) or the UP College Admission Test (UPCAT)
- Complete an online DE Readiness short course administered by the UPOU Faculty of Education

CURRICULUM

The BES program consists of 141 units of course work to be taken over 5-6 years following a trimestral schedule. The courses are classified into 45 units of General Education courses, 42 units of core courses, 45 units of major courses, and 6 units of electives

In addition, BES students are required to take (8) units of Physical Education courses and (6) units of National Service Training Program (NSTP) courses.

Note: All courses below are equivalent to 3 units unless otherwise indicated

GE COURSES (45 units)

Arts and Humanities Domain

(15 units = 6 units prescribed courses + 9 units to be chosen from the following)

- | | |
|--------|---|
| COMM 1 | Communication Skills 1-prescribed (3 units) |
| COMM 2 | Communication Skills 2-prescribed (3 units) |
| Comm 3 | Speech Communication (3 units) |
| HUM 1 | Literature, Society, and the Individual (3 units) |
| HUM 2 | Art, Man, and Society (3 units) |

- | | |
|-------------|---------------------------------------|
| English 157 | English for the Professions (3 units) |
| KOM 1 | Kasanayan sa Kōmunikasyon 1 (3 units) |
| KOM 2 | Kasanayan sa Komunikasyon 2 (3 units) |
| HUMA 1 | Panitikan, Tao at Lipunan (3 units) |

Social Sciences and Philosophy

(15 units = 6 units prescribed courses + 9 units to be chosen from the following)

- | | |
|--------------|---|
| HIST 1/KAS 1 | Philippine History/Kasaysayan ng Pilipinas – prescribed (3 units) |
| HIST 2/KAS 2 | Asia and the World/Ang Asya at ang Mundo-prescribed (3 units) |
| SOC SCI 1 | Foundations in the Behavioral Sciences (3 units) |
| SOC SCI 2 | Foundations in the Behavioral Sciences 2 (3 units) |
| PHILO 1 | Philosophical Analysis (3 units) |
| Soc Sci 13 | Gender and Society 1 (3 units) |

Mathematics, Science and Technology

(15 units = 6 units prescribed courses + 9 units to be chosen from the following)

- | | |
|----------|--|
| MATH 1 | Fundamental Concepts and Applications of Mathematics - prescribed(3 units) |
| STS | Science, Technology and Society – prescribed 3 units) |
| NATSCI 1 | Foundations of Natural Science 1 (3 units) |
| NATSCI 2 | Foundations of Natural Science 2 (3 units) |
| MATH 2 | Practical MAtematics (3 units) |
| MS 1 | Oceans and Us (3 units) |
| STS 10 | Exploring Biotechnology (3 units) |

PI 100 (3 units)

- | | |
|--------|---|
| PI 100 | Philippine Institutions 100 (3 units)
Life and Works of Jose Rizal |
|--------|---|

CORE COURSES (42 UNITS)

- | | |
|---------|---|
| EDS 101 | Philosophy of Education (3 units) |
| EDS 102 | Social Foundations of Education (3 units) |
| EDS 103 | Theories of Learning (3 units) |
| EDS 106 | Culture, Language, and Education (3 units) |
| EDS 107 | Gender and Education (3 units) |
| EDS 108 | Development Education (3 units) |
| EDS 112 | Principles of Instructional Design (3 units)
(Prerequisites: EDS 103, EDS 106) |

EDS 113	Principles and Methods of Assessment (Prerequisites: EDS 103, EDS 106, EDS 107)
EDS 151	Instructional Media Resources (3 units) (Prerequisites: EDS 106, EDS 107, EDS 112)
EDS 195	Introduction to Education Research (3 units)
EDS 198	Practicum (6 units) (Prerequisites: All core and major courses)
EDUC 101	Philippine Education System (3 units)
EDUC 103	Principles and Processes in Curriculum Development (3 units)

MAJOR COURSES

Specialization: Alternative Education Systems (AES)

EDS 130	Introduction to Alternative Education Systems (3 units) (Prerequisites: EDS 101, EDS 102)
EDS 131	Foundations of Adult Education (3 units) (Prerequisite: EDS 103)
EDS 132	Indigenous Peoples' Education (3 units) (Prerequisite: EDS 106)
EDS 133	Madrasah Education (3 units) (Prerequisite: EDS 106)
EDS 136	Foundations of Distance Education (3 units)
EDS 140	Citizenship Education and Peace Education (3 units) (Prerequisites: EDS 102, EDS 112)
EDS 141	Introduction to Vocational Education (3 units)
EDS 142	Environmental Education (3 units) (Prerequisites: EDS 112, EDS 106, EDS 107)
EDS 143	Health Education (3 units) (Prerequisites: EDS 112, EDS 106, EDS 107)
EDS 111	Principles of Teaching (3 units)
EDS 121	The Reading Process (3 units) (Prerequisites: EDS 103, EDS 106)
EDS 122	Teaching Mathematics (3 units) (Prerequisites: EDS 112, EDS 113, EDS 151)
EDS 123	Teaching Science (3 units) (Prerequisite: EDS 112, EDS 113, EDS 151)
EDS 180	Special Topics in Education 1: Teaching Multigrade Classes (3 units)
SE 103	Mobilizing People and Organizations (3 units)

Specialization: Instructional Design and Technology (IDT)

EDS 150	Introduction to Instructional Technology (3 units) (Prerequisites: EDS 112 and EDS 151)
EDS 152	Teaching with the Web (3 units) (Prerequisites: EDS 112, EDS 106, EDS 107)
EDS 153	Design of Educational Multimedia Materials (3 units) (Prerequisites: EDS 112, EDS 106, EDS 107, MMS 172, MMS 173, MMS 175, and MMS 176)
EDS 154	Assistive Learning Technologies (3 units)
EDS 155	Game-Based Learning (3 units) (Prerequisites: EDS 103, EDS 112)
EDS 156	m-Learning (Mobile Learning) (3 units) (Prerequisites: EDS 103, EDS 112)
EDS 157	Introduction to Teaching Online (3 units) (Prerequisites: EDS 103, EDS 112)
EDS 158	Managing Networked Learning (3 units) (Prerequisite: EDS 157)
EDS 159	Instructional Project Management (3 units) (Prerequisite: EDS 112)
COMP ED 2	Introduction to Web Design and Publishing (3 units)
MMS 172	Audio in Multimedia (3 units)
MMS 173	Photography in Multimedia (3 units)
MMS 175	Videography in Multimedia (3 units)
MMS 176	Animation in Multimedia (3 units)
MMS 131	Introduction to Knowledge Management (3 units)

Electives (6 units)

- Upper division 3-unit courses in another area of specialization in the BES program
- Other existing undergraduate Education courses at UPOU, namely: EDUC 105 (Introduction to Special Education) and EDUC 106 (Basic Guidance)
- Upper division 3-unit courses in other UPOU undergraduate programs



DOCTOR OF COMMUNICATION

The Doctor of Communication (DComm) Program is designed to strengthen the capability of practitioners by bringing the academic rigors of research, intellectual growth, and professional skills into the profession of communication as it is practiced in industry and academe in particular, and in society in general.

PROGRAM OBJECTIVES

- To strengthen critical thinking skills in the professional practice of communication;
- To use research-based information and knowledge to enhance intellectual, managerial, and decision-making skills in communication;
- To enhance abilities to generate new practical knowledge and skills in the professional practice of communication;
- To strengthen ability to conceptualize, prepare, and present technical papers in professional communication conferences or publish in refereed journals; and
- To strengthen intellectual skills and capacity to undertake independent studies and synthesis of best professional practices in the field of communication.

ADMISSION REQUIREMENTS

An Applicant must have:

- a Master's degree from a recognized institution of higher learning;
- a UP-equivalent grade point average (GPA) of 1.75 or better in the Master's degree program; and panel interview

The applicant shall be evaluated by the DComm Admissions Committee, based on a complete portfolio that contains the following:

- Statement of Intent in the form of a 2,000-word essay outlining the applicant's research plan of action, which includes the proposed research framework, problem (in question form) or topics.
- Portfolio of written work comprising the applicant's written work (e.g., publications and studies undertaken wherein the applicant is the sole or senior author, media productions, scripts, etc.).
- English language proficiency report indicating that the applicant, who is not a native speaker of English and who did not take previous academic coursework in English, has passed a valid English proficiency examination (e.g., International English Language Testing System – IELTS, or Test of English as Foreign Language – TOEFL).
- Proficiency in the use of computers and the Internet, which may be an actual demonstration of proficiency in the use of computer technologies, the Internet, and other information and communication tools essential for undertaking independent research.
- Official Transcript of Records (ToR) from the applicant's Alma Mater recognized by the CHED or the University of the Philippines.
- Two letters of recommendation from former professors, or from current/previous employers or colleagues in the field of communication.
- Receipt to testify that the applicant has paid the required application fee to the UPOU.
- Special Needs Statement that would include but not limited to physical and mental conditions that might require special attention or support service.

Other additional and special admission requirements that may be imposed by the University of the Philippines Open University.

The DComm Admissions Committee is responsible for determining whether or not an applicant may be admitted to the DComm Program.

COURSES (33 units)

- COMM 310 Communication Theory and Practice**
(3 units) Contemporary communication theories and practices; communication models; approaches to theorizing in communication
- COMM 320 Management of Communication Media Resources & Systems**
(3 units) Concept and structure of communication systems; application of contemporary management theories and practices in the effective operations of communication systems
- COMM 330 Communication Policy and Planning**
(3 units) Current approaches to communication policy formulation and planning at the organizational, national, and global levels
- COMM 340 Organizational Communication**
(3 units) Concepts, techniques, and contemporary thinking in organizing and managing corporate communication systems
- COMM 350 Information and Knowledge Management**
(3 units) Theoretical foundations, principles, and development applications of Information and Knowledge Management design, organization, and management of information and knowledge systems
- COMM 360 Information & Communication Media Technologies**
(3 units) Current and emerging information and communication technologies and their application to the generation, processing, storage, and utilization of information and other social messages
- COMM 370 Corporate Social Responsibility**
(3 units) Communication Philosophical, social, and moral foundations of the corporate social responsibility of human organizations in a developing society
- COMM 380 Advocacy and Social Mobilization**
(3 units) Contemporary principles in and approaches to advocacy and social mobilization in a changing social environment
- COMM 390 Communication Research Paradigms**
(3 units) Foundations of communication research, Basic assumptions, concepts and approaches to communication research
- COMM 391 Communication Research Methodologies**
(3 units) Quantitative and qualitative approach to communication research
- COMM 399 Online Colloquium in Communication Research**
(3 units) Student-managed online colloquium focused on selected topics related to or tools useful in the systematic study of communication phenomena and best practices in the profession
- COMM 400 Doctoral Dissertation**
(12 units) Comprehensive and exhaustive, directed independent study consisting of in-depth analysis of communication phenomena, synthesis of the communication scientific literature, or in-depth analysis of best practices in the field of communication



GRADUATE CERTIFICATE IN DISTANCE EDUCATION

The Graduate Certificate in Distance Education (GCDE) is a focused, compact program that is offered conjointly with the Master of Distance Education program. It is intended for professionals who are looking for a formal introduction to the field of distance education and graduate-level training in developing and managing distance education and e-learning programs, but who do not require a Master's degree in this field.

PROGRAM GOALS

GCDE graduates are expected to be able to:

- Participate in the development and delivery distance education programs that are underpinned by effective pedagogy and appropriate and sustainable use of technology;
- Participate in the management of distance education programs in different contexts—educational, business and non-profit organizations—to meet the needs of target learners; and
- Use their knowledge of theories, models, and principles of open learning and distance education to critically examine various aspects of DE programs from a variety of perspectives.

ADMISSION REQUIREMENTS

Applicants for admission to the GCDE must have a Bachelor's degree in any discipline from a recognized post-secondary institution, with a general weighted average (GWA) of 2.5 or better. Students who are admitted to the MDE program may opt to exit the MDE program and be awarded the GCDE provided they complete the GCDE course requirements.

CURRICULUM

The GCDE program consists of 18 units of course work and 3 units of elective courses from the MDE program

Core Courses

The GCDE program consists of 18 units of course work as follows:

- 15 units of core courses in the MDE program, namely:
 - EDDE 201 (Foundations of Distance Education)
 - EDDE 202 (Learning Theories and Instructional Design in Distance Education)
 - EDDE 203 (Technologies in Distance Education)
 - EDDE 204 (Assessment of Learning in Distance Education)
 - EDDE 205 (Management of Distance Education)
- Three (3) units of elective courses from the MDE program

Elective Courses

(not more than 3 units from the following)

Pedagogy Cluster

EDDE 210 Online Teaching and Learning
(3 units) Pedagogical theories, approaches and methods of online learning

EDDE 211 Lifelong Learning
(3 units) Lifelong learning theories, principles, perspectives and approaches

Technology Applications Cluster

EDDE 221 Design and Evaluation of Multimedia Educational Materials
(3 units) Concepts, principles and methodologies in the design and evaluation of multimedia educational materials

EDDE 222 m-Learning
(3 units) Perspectives, principles, and methodologies of mobile learning

DEVC 207 Design and Production of Audio-visual Communication Materials
(3 units) The processes and techniques of audiovisual development communication materials production from conceptualization, design and preparation to utilization.

Educational Management Cluster

- EDDE 230** **Ethical, Legal and Social Issues in the Information Age**
(3 units) Issues related to the emergence and convergence of information and communication technologies (ICTs) and their implications for education
- EDDE 231** **Planning and Managing Networked Learning**
(3 units) Planning and managing networked/distributed learning programs: principles, approaches and strategies

Graduation

Students who are admitted to the MDE program may opt to exit the MDE program and be awarded the GCDE provided they complete the GCDE course requirements.

A GCDE graduate who wishes to apply for admission or re-admission to the MDE program (in the case of former MDE students who exited the MDE with the GCDE) should have a GWA of 2.0 or better in the GCDE.

Upon admission to the MDE program, courses completed for the GCDE may be credited to the MDE subject to the following conditions:

1. The course to be credited should have been taken within three years from the application for crediting; and
2. The student has earned a grade of 2.0 or better in the course to be credited.

If a course being applied for crediting does not meet one of these two conditions, the course may still be credited provided the student takes and passes a validation exam for that course before or within the semester of admission to the MDE program.

Up to 18 units of courses completed for the GCDE may be credited to the MDE subject to the foregoing conditions and other relevant University policies.



MASTER OF DISTANCE EDUCATION

The Master of Distance Education program of the University of the Philippines Open University (UPOU) is designed for individuals who would like to develop knowledge and skills in designing, implementing, and managing formal and non-formal distance education and e-learning programs.

Participants undertake 32 units of course work, take a comprehensive examination, and complete a Special Problem.

This is a fully online program offered on a trimestral basis (i.e. three 10-week terms per year). The mode of study consists of:

- guided independent study of specially prepared course packages consisting of modules, readings, and Web-based resources; and
- computer-mediated communication and collaboration at UPOU's MyPortal and using relevant Web 2.0 and m-learning applications.

MDE students who have completed 18 units of course work with a general weighted average of 2.0 or better and who are unable to complete the program may apply to be granted the Graduate Certificate in Distance Education.

PROGRAM GOALS

Graduates of the program are expected to be able to:

- Use their knowledge of theories, models, and principles of open learning and distance education (DE) to critically examine various aspects of DE programs from a variety of perspectives;
- Lead in designing, developing, and delivering distance education programs that are underpinned by effective pedagogy and appropriate and sustainable use of technology;
- Lead in managing DE programs in different contexts—educational, business and non-profit organizations—to meet the needs of target learners;
- Understand and critique broader policy, regulatory, and social issues related to DE; and
- Contribute to the body of knowledge regarding open learning and distance education by conducting research and evaluation studies, and through materials, course, and program development.

ADMISSION REQUIREMENTS

Applicants must have a Bachelor's degree in any discipline from a recognized post-secondary institution, with a general weighted average of 2.5 or better. MDE courses may also be taken on a non-degree basis. Non-degree students are required to have completed a Bachelor's degree prior to enrollment in any of the courses in the MDE program. Should they subsequently decide to enroll in the MDE, a maximum of nine (9) units of courses taken with final grades of 2.0 or better, may be credited to the MDE program.

CURRICULUM

The MDE curriculum consists of 18 units of core courses, 12 units of elective courses, a comprehensive exam, and a 6-unit Thesis.

Core Courses

- EDDE 201 Foundations of Distance Education**
(3 units) Overview of the theory and practice of distance education: what it is, why and how it has evolved, whom it serves and how it is practiced
- EDDE 202 Learning Theories and Instructional Design in Distance Education**
(3 units) Theories of learning and their implications for the design of distance education learning environments; instructional design models and approaches in distance education
- EDDE 203 Technology in Distance Education**
(3 units) Information and communication technologies (ICTs) in the development and practice of distance education; issues and perspectives on technology applications in distance education

- EDDE 204 Assessment of Student Learning in Distance Education**
(3 units) Perspectives, principles and practices in assessing student performance in distance education courses
- EDDE 205 Management of Distance Education**
(3 units) Introduction to processes and structures in distance education organizations and their management implications
- EDDE 206 Research in Distance Education**
Overview of perspectives, approaches and methodologies in research in distance education; applications of distance education research

Elective Courses

The program requires 12 units of electives. Students are allowed to take elective courses from any of the three clusters:

Pedagogy Cluster

- EDDE 210 Online Teaching and Learning**
(3 units) Pedagogical theories, approaches and methods of online learning
- EDDE 211 Lifelong Learning**
(3 units) Lifelong learning theories, principles, perspectives and approaches

Technology Applications Cluster

- EDDE 221 Design and Evaluation of Multimedia Educational Materials**
(3 units) Concepts, principles and methodologies in the design and evaluation of multimedia educational materials
- EDDE 222 m-Learning**
(3 units) Perspectives, principles, and methodologies of mobile learning
- DEVC 207 Design and Production of Audio-visual Communication Materials**
(3 units) The processes and techniques of audiovisual development communication materials production from conceptualization, design and preparation to utilization.

Educational Management Cluster

- EDDE 230 Ethical, Legal and Social Issues in the Information Age**
(3 units) Issues related to the emergence and convergence of information and communication technologies (ICTs) and their implications for education
- EDDE 231 Planning and Managing Networked Learning**
(3 units) Planning and managing networked/distributed learning programs: principles, approaches and strategies

Note: Students may take a maximum of two courses (6 units) and a minimum of one course (3 units) per term. There are three terms in one academic year, as follows: September-November (Term 1), January-March (Term 2), and May-July (Term 3).

COMPREHENSIVE EXAMINATION

The comprehensive examination is taken after completing all core courses (18 units) and elective courses (12 units) with no grade lower than 2.0 in more than three courses.

Thesis (EDDE 300)

The course prerequisites are completion of 18 unit of core courses and 12 units of electives, and a pass mark on the comprehensive examination.



DIPLOMA IN SCIENCE TEACHING

The Diploma in Science Teaching (DST) is a post-baccalaureate degree program designed to address the need for teachers to develop the breadth and depth of content knowledge in science courses namely biology, chemistry, and physics. This program is designed for basic education teachers who wish to undertake further studies and upgrade themselves. Applicants should have a baccalaureate degree and preferably be teaching science in the secondary level.

PROGRAM GOALS

The program seeks to:

- Develop a strong foundation in the student's chosen area of science and encouraging lifelong interest in this area;
- Develop a critical and research-based understanding of science education frameworks, models, and approaches;
- Develop the skills necessary to teach science effectively, including appropriate use of learning technologies;
- Promote habits of critical reflection on teaching and learning, and encourage active participation in communities of practice; and
- Develop an appreciation of the cultural significance of science and its relation to social conditions.

MODE OF DELIVERY/INSTRUCTION

All courses are delivered by Distance Education mode.

CURRICULUM

There are 24 units of course work (9 units of core courses + 15 units of required courses for each major area) that may be completed in two years if the prescribed curriculum is followed. The core courses are common courses required of all students and considered necessary general education for students irrespective of their choice in major.

CORE COURSES (9 UNITS)

EDSCI 201 Foundations of Science Education
(3 units)

EDSCI 202 Approaches to Science Teaching
(3 units) Learning theories, models of learning science, strategies for teaching science, design of learning units

EDSCI 203 Assessment in Science Education
(3 units) Principles and methods of assessment in science education; assessment techniques and tools; levels of assessment in science education

MAJOR COURSES (15 UNITS)

Major in Biology

EDSCI 211 Principles of Biology
(3 units) Organization of life, cell biology, evolution of the cell and organelles and microbiology

EDSCI 212 Anatomy and Physiology
(3 units) Anatomical and physiological mechanisms of biological processes at the cellular, tissue, and organ level systems
(Prerequisite: EDSCI 211)

EDSCI 213 Principles of Ecology
(3 units) (Prerequisite: EDSCI 211)

EDSCI 214 Genetics and Evolution
(3 units) Biochemical, Mendelian, and population genetics of eukaryotes, and the evolutionary history of the earth
(Prerequisite: EDSCI 211)

EDSCI 219 Models and Experiments in Biology
(3 units) Design and evaluation of multimedia materials, models, and laboratory and field activities; laboratory and equipment, safety, and maintenance
(Prerequisites: EDSCI 211-213; co-requisite: EDSCI 214)

Major in Chemistry

- EDSCI 221 Fundamental Concepts of Chemistry I**
(3 units) Theories of bonding, structure, and properties of substances
- EDSCI 222 Fundamental Concepts of Chemistry II**
(3 units) Principles and applications of thermodynamics, electrochemistry, and kinetics
(Prerequisite: EDSCI 221)
- EDSCI 223 Organic and Biological Chemistry**
(3 units) Organic and biological chemistry with practical applications
(Prerequisite: EDSCI 221)
- EDSCI 224 Chemistry and the Environment**
(3 units) Chemical principles and concepts in environmental processes
(Prerequisite: EDSCI 221)
- EDSCI 229 Models and Experiments in Chemistry**
(3 units) Design and evaluation of multimedia materials, models, and laboratory and field activities; laboratory and equipment, safety, and maintenance
(Prerequisites: EDSCI 221-223; co-requisite: EDSCI 224)

Major in Physics

- EDSCI 231 Fundamental Physics I**
(3 units) Fundamentals of Newtonian mechanics, energy, momentum, fluids, heat and thermodynamics
- EDSCI 232 Fundamental Physics II**
(3 units) Electricity, magnetism, electromagnetic waves, and optics
(Prerequisite: EDSCI 231)
- EDSCI 233 Fundamental Physics III**
(3 units) Fundamentals of modern physics, wave mechanics, atomic structure, and special relativity
(Prerequisite: EDSCI 232)
- EDSCI 234 Introductory Applied Physics**
(3 units) Introduction to instrumentation and environmental physics
- EDSCI 239 Models and Experiments in Physics**
(3 units) Design and evaluation of multimedia materials, models, and laboratory and field activities; laboratory and equipment, safety, and maintenance.
(Prerequisites: EDSCI 231-233; co-requisite: EDSCI 234)



DOCTOR OF PHILOSOPHY IN EDUCATION

The Doctor of Philosophy in Education program is designed primarily for teacher educators, policy makers, researchers, and other educational personnel involved in science and mathematics education. The program aims to upgrade the capabilities of Regional Science Teaching Centers (RSTCs) and other Teacher Education Institutions (TEIs). There are four areas of specialization: Biology, Chemistry, Physics, and Mathematics Education.

The program was developed in cooperation with the College of Education of UP Diliman, De La Salle University, and Ateneo de Manila University, and with funding support from the Science Education Institute (SEI) of the Department of Science and Technology (DOST).

OBJECTIVES

The program seeks to:

- Upgrade the capabilities of Regional Science Teaching Centers (RSTC) and other teacher education institutions (TEIs); and
- Produce the required number and quality of faculty in science education in the RSTCs and TEIs.

MODE OF INSTRUCTION

With the exception of science courses totaling 13 units, which are taught face-to-face during the summer terms, all courses are taught in the DE mode.

ADMISSION REQUIREMENTS

Applicants must:

- Have a Master's degree in the basic sciences or in science/mathematics education;
- Have a general weighted average of "2.0", "B" or better in the undergraduate level or "1.75" or better in the Master's level;
- Pass the Doctoral Admission Test in Education (DATE) which aims to assess mental aptitude, language proficiency (either in English or Filipino) and research competency; and
- Demonstrate qualities of, and potentials for leadership as shown in their statement of purpose, references, and other pertinent documents.

CURRICULUM

Students majoring in Biology Education must earn a total of 57 units, consisting of:

- major courses (18 units)
- educational foundation courses (3 units)
- education core courses (6 units)
- research courses (6 units)
- electives (6 units)
- cognates (6 units)
- dissertation (12 units)

Students majoring in Chemistry Education must earn a total of 58 units, consisting of:

- major courses (19 units)
- educational foundation courses (3 units)
- education core courses (6 units)
- research courses (6 units)
- electives (6 units)
- cognates (6 units)
- dissertation (12 units)

Those majoring in Physics Education and Mathematics Education must earn a total of 57 units, consisting of:

- major courses (15 units for Math majors and 18 units for Physics majors)
- education core courses (6 units)
- research courses (6 units)
- educational foundation courses (3 units)
- electives (9 units for Math majors and 6 units for Physics majors)
- cognates (6 units)
- dissertation (12 units)

All students, regardless of their major or area of specialization, take the same set of research and educational foundation courses, and one elective.

RESEARCH COURSES (6 units)

- EDSC 341 Research Seminar in Science Education
(3 units)
- EDRE 331 Seminar in Advanced Statistics Applied to
Education (3 units)

EDUCATIONAL FOUNDATION COURSE (3 units)

- EDFD 317 Selected Topics in Educational Psychology
(3 units)

EDUCATION CORE COURSE (6 units)

- EDSC 301 History and Philosophy of Science and
Technology Education (3 units)
- EDSC 311 Seminar on Curriculum Design and
Instruction for Science Education (3 units)

COMMON ELECTIVE COURSE (3 units)

- EDSC 305 Seminar: Issues and Trends in Science and
Technology Education (3 units)

ELECTIVE COURSE PER MAJOR AREA**Major in Biology Education**

- EDSC 350 Advanced Topics in Biology for Teachers
(3 units)

Major in Chemistry Education

- EDSC 360 Advanced Topics in Chemistry for Teachers
(3 units)

Major in Mathematics Education

- EDSC 320 Advanced Topics in Mathematics for
Teachers (3 units)
- Phys 211 Foundations of Mathematical Physics
(3 units)

Major in Physics Education

- EDSC 370 Advanced Topics in Physics for Teachers
(3 units)

MAJOR COURSES**Major in Biology Education**

- Bio 210 Systematic Biology (3 units)
- Bio 220 Chemical Physiology (3 units)
- Bio 240 Advanced Genetics (3 units)
- Bio 250 Advanced Cell and Molecular Biology
(3 units)
- Bio 260 Advanced Ecology (3 units)
- Bio 237 Differentiation in Embryonic Systems
(3 units)

Major in Chemistry Education

- Chem 211 Systematic Inorganic Chemistry (3 units)
- Chem 220 Instrumental Methods of Analysis (3 units)
- Chem 230 Physical Organic Chemistry (3 units)
- Chem 239 Natural Products Chemistry (3 units)
- Chem 203 Environmental Chemistry (3 units)
- Chem 203.1 Environmental Chemistry (Laboratory)

Major in Physics Education

- Phys 202.1 Foundations of Classical Mechanics
(3 units)
- Phys 203.1 Foundations of Electromagnetism
(3 units)
- Phys 204.5 Foundations of Quantum Mechanics
(3 units)
- Phys 205 Foundation of Statistical Mechanics
(3 units)
- Phys 211 Mathematical Methods of Physics I
(3 units)
- Phys 212 Mathematical Methods of Physics II
(3 units)

Major in Mathematics Education

- Math 210.1 Modern Algebra I (3 units)
- Math 211 Linear Algebra (3 units)
- Math 226.1 Theory of Functions of a Real Variable
(3 units)
- Math 299A Graduate Seminar (Number Theory)
(3 units)
- Math 299B Graduate Seminar (Geometry) (3 units)

COGNATES

Major in Biology education (6 units)

Bio 223 Plant Growth and Development (3 units)
Microbio 221 Physiology of Microorganisms (3 units)

Major in Chemistry education (6 units)

Chem 240 Advanced Biochemistry (3 units)
Chem 250 Chemical Thermodynamics (3 units)

Major in Mathematics education (6 units)

Math 231 Foundations of Mathematics (3 units)
Math 299 Graduate Seminar (Probability) (3 units)

Major in Physics education (6 units)

Physics 206.7 Foundations of Condensed Matter (3 units)
Physics 209.1 Foundations of Experimental Physics
(3 units)

Comprehensive Examination

All PhD students must take and pass a comprehensive examination at the end of their course work, prior to commencing their dissertation work.

Dissertation (12 units)



DIPLOMA IN INTERNATIONAL HEALTH

International health is a field focusing on public health across regional or national boundaries. It seeks to (a) understand health problems in a global context; (b) compare factors that affect the health of people in resource-poor and transitional economies around the world; and (c) develop means of disease reduction and health protection and promotion for these population.

Prospective students:

Medical and other professionals working in the field of health and development like nursing, dentistry, veterinary medicine, allied medical professions, social work and related fields.

Intended for both entering and mid-career health professionals who are looking for graduate-level education and training that will prepare them for supervisory work in government health departments, local and international non-government organizations engaged in health and development work.

It is particularly relevant to those who would like to pursue an academic career in international health.

Students with international and cross-cultural interests may apply their knowledge in an appropriate area of international health studies, while also developing a particular area of expertise.

PROGRAM GOALS

The program aims to develop international health professionals who are able to:

- Design health programs that address significant global health problems and issues (e.g. pandemics, industrial accidents, disasters, health effects of environmental change) that are informed by a critical understanding of the global political, economic, environmental, and cultural systems and how these relate to health and development.
- Implement services that work in a global context for health promotion and development in accordance with international and local policies, directions, and ethical standards.

- Evaluate health development programs and strategies across different settings, both local policies, directions, and ethical standards.
- Engage in effective collaboration with important international organizations as well as non government organizations for the improvement of health, taking into account the interplay of political, economic, environmental, and cultural factors in different development settings especially in middle- and low-resource countries.
- Contribute to the continuously evolving discipline of international health through research generation.

ADMISSION REQUIREMENTS

Applicants must submit:

- An official transcript of records;
- A certified true copy of the college diploma;
- An updated curriculum vitae;
- A certificate of training or employment describing the nature of the applicant's work.

Professionals who wish to enroll in the Diploma on International Health must be:

- graduates of approved medical schools or graduates with professional training in nursing, dentistry, veterinary medicine, allied medical professions, social work and related fields, with at least a baccalaureate degree in science;
- have at least one (1) year experience or previous training in the field of public health as evidenced by a certificate of training or employment describing the nature of the applicant's work; and
- meet other criteria set by the Admissions Committee.

A student who completes the unit requirements for the DIH program may opt to proceed to MIH upon complying with the admission requirements for MIH.

A DIH graduate may opt to graduate with the degree and seek admission into the Master's program within three years of earning the DIH.

MODE OF INSTRUCTION

Courses are delivered on a semestral basis using various technologies where appropriate. The virtual classrooms run in MyPortal, the learning management system of the UPOU. This is where class announcements are made, course materials uploaded, discussions held and assignments uploaded.

COURSES

Core Courses (12 units)

- IH201 International Health and Development**
(3 units) Introduction to health, social, cultural, and economic development issues
- IH202 Global Disease Epidemiology and Control**
(3 units) Overview of emergence, epidemiology and control of common diseases that have global impact
- IH203 International Health Laws and Regulations**
(3 units) Overview of international health laws and regulations
- *IH204 Health Research Methods**
(3 units) Principles of and methods in the design, ethical implementation, and utilization of health research [Prerequisite IH 202]

*Courses taken by MIH Students

Major Courses (12 units)

- IH211 Health Promotion Theory**
(3 units) Introduction to theories, models, and principles of health promotion
- IH 212 Health Promotion Practice**
(3 units) Health promotion practice with regard to priority public health conditions and global health priorities
- IH 213 Health Promotion for Equity and Sustainable Development**
(3 units) Application of health promotion concepts and principles in addressing problems of global health, equity, and sustainable development
- *IH214 Health Promotion Leadership and Management**
(3 units) Principles and styles of leadership, and management skills in health promotion
- IH221 Health Service Development and Management**
(3 units) Overview of frameworks and models for health systems development and management
- IH222 Healthcare Policy and Governance**
(3 units) Analysis of governance and policy frameworks for improving population health
- *IH223 Human Resource Management in Health**
(3 units) Analysis of key issues in health human resource management
- IH224 Health Financing**
(3 units) Development of health financing systems and institutions in resource-poor settings



DIPLOMA/ MASTER OF ARTS IN LANGUAGE AND LITERACY EDUCATION

The ladderized Diploma and Master of Arts in Language and Literacy Education programs are designed to upgrade and update language and literacy professionals, which include literacy teachers, trainers, administrators, curriculum developers, textbooks writers, learning resource designers, and researchers. The programs provide a strong foundation in language and literacy education, a field of study that brings together knowledge of literacy and language arts (including oral and written communication, reading, second language learning, and literacy practices in diverse contexts) from various disciplines (such as cognitive psychology, linguistics, anthropology and literary and cultural studies).

ADMISSION REGULATIONS

- Applicants must have a Bachelor's degree from a recognized tertiary or higher education institution.
- All students are admitted to the Diploma program. Students interested in proceeding to the MA program should (1) complete all courses for the Diploma program with a GWA of 2.0 or better, (2) apply to the MA program, and (3) pass the qualifying exam for MA program.

PROGRAM GOALS

The DLLE program aims to develop more qualified and highly-trained language and literacy professionals at all levels who are able to:

- Understand the theoretical and evidence-based foundations of language and literacy processes and instruction;
- Design and develop theoretically grounded and research-based materials, instructional approaches, and curricula for language and literacy learning;
- Organize and implement integrated, balanced and comprehensive language and literacy programs; and

- In addition to these goals, the MA program aims to develop more qualified and highly-trained language and literacy professionals at all levels who are able to:
- Participate in broader policy, regulatory, and social discourses in relation to language and literacy education;
- Contribute to the body of research in language and literacy instruction; and
- Demonstrate and facilitate professional learning and leadership in language and literacy

MODE OF INSTRUCTION

All courses are taught online (on UPOU'S virtual learning environment) following the principles of guided independent study and collaborative inquiry. Students are expected to have intermediate computer and Internet skills.

The minimum load per semester is 3 units (equivalent to one course) and the maximum load is 6 units. A student who feels that enrolling the maximum load is not feasible for him/her may opt to enroll the minimum load. All students are expected to enroll every semester (whether the minimum or the maximum load), unless they are on an approved leave of absence from the University.

Students in the DLLE program is not allowed to enroll courses under the MA program unless they have satisfied its admission requirements.

CURRICULUM

(Note: All courses listed below are 3-unit courses unless otherwise specified.)

Diploma (21 units)

- LLE 201 Language Acquisition Theories and Principles
- LLE 202 Foundations of Reading and Literacy
- LLE 203 Trends in Reading and Literacy Instruction
(Prerequisite: LLE 202)
- LLE 204 Second Language Teaching
(Prerequisite: LLE 201)
- LLE 205 Development of Language and Literacy Programs (Prerequisite: LLE 203 & LLE 204)
- LLE 206 Development of Instructional Materials in Language and Literacy Education
(Prerequisite: LLE 203 & LLE 204)
- LLE 207 Assessment in Language and Literacy Education (Prerequisite: LLE 203 & LLE 204)

Master of Arts in Language and Literacy Education 36 units)

Core courses (27 units)

All core courses listed under the Diploma (21 units)

- LLE 280 Practicum in Language and Literacy Education
(Prerequisites: LLE 201-207)
- LLE 290 Research in Language and Literacy
(Prerequisites: LLE 201-207)

Elective course (3 units)

- EDR 211 Reading in the Content Areas
- EDR 221 Literature-Based Reading Programs
- ENG 262 Problems in Rhetoric
- LLE 210 Technology in Language Education
- CL 250 Philippine Literature in English

Thesis requirement (6 units)

- LLE 300 Thesis



DIPLOMA IN SOCIAL STUDIES EDUCATION

The Diploma in Social Studies Education program aims to develop practitioners and leaders who will strengthen Social Studies education.

PROGRAM OBJECTIVES

The program aims to develop social studies education practitioners who can:

- Demonstrate a deep understanding of the theoretical and disciplinary foundations of social studies education;
- Design and develop theoretically grounded and research-based curricula and instructional materials for social studies programs;
- Organize and implement relevant, interdisciplinary, and coherent social studies programs; and
- Assess and evaluate processes and outcomes of social studies education using a variety of tools and approaches.

ADMISSION REQUIREMENTS

- Applicants should have a Bachelor's degree from a recognized tertiary or higher education institution.
- All students are admitted to the Diploma program. Students interested in proceeding to the MA program should complete all courses for the Diploma program with a GWA of 2.0 or better.

CURRICULUM

The Diploma program consists of 21 units of course work, as follows:

Core courses (18 units)

SSE 201	Foundations of Social Studies (3 units)
SSE 202	The Study of History and Geography (3 units)
SSE 203	The Study of Culture and Society (3 units)
SSE 204	The Study of Political and Economic Systems (3 units)
SSE 205	Instructional Planning and Procedures in Social Studies (3 units)
SSE 206	Assessment Methods and Materials Development in Social Studies (3 units)

Elective course (3 units) to be chosen from the following:

IS 261	Contemporary International Issues and Trends (3 units)
EDUC 280	Practicum in Teaching (3 units)



MASTER OF PUBLIC MANAGEMENT

The Master of Public Management (MPM) Program of the Faculty of Management and Development Studies, UP Open University (UPOU) was first offered during the second semester of AY 1997-1998. The institution of the Program was initiated and led by the then UP College of Public Administration (UPCPA, now the UP National College of Public Administration and Governance, or NCPAG), the country's foremost academic institution in public management, education, research and extension.

The UPCPA, with the support of the Civil Service Commission, had aspired to assist in democratizing education by offering programs in distance mode. Distance education (DE) as an approach to learning aims to provide academic preparation to enhance the skills of practitioners who have no time to attend the University or cannot leave their work place due to tasks in the office or in the field. As such, the UPCPA took the challenge by offering DE programs. The College invited faculty from the UP System offering Public Administration courses as course writers and tutors, and ensured quality in the offering of programs.

Currently, the Program offers three specializations: Local Government and Regional Administration (LGRA), Public Policy and Program Administration (PPPA), and Voluntary Sector Management (VSM). The Program seeks to expand and develop other areas of specialization, such as Organization Studies, and Public Fiscal Administration, in the future.

PROGRAM GOALS

The Master of Public Management (MPM) Program is designed for policy-makers, administrators, and managers of public, private, and non-governmental organizations; practitioners in local government and administration; and other individuals interested in good governance, and public policy and administration. Students must complete 36 units to finish the program.

The fundamental goal of the MPM Program is to professionally upgrade the management skills and education of administrators and practitioners, in the pleasure of their own time and place.

- In particular, the program aims to: Provide a high level of competence in public policy, governance, and administration;
- Prepare students to become better public managers, administrators, government or volunteer workers and/or advocates of social change, administrative, reform, and national development; and
- Equip them with skills and knowledge needed in managing and developing organizations that work for the welfare and interest of the Filipino people.

ADMISSION REQUIREMENTS

Applicants to the MPM Program must have a bachelor's degree or its equivalent from a recognized institution, and at least two years' work experience.

Those seeking admission must also take and pass the MPM Graduate Admission Test (MPM-GAT) which are usually administered twice a year.

MODE OF INSTRUCTION

All courses are delivered in Distance Education (DE) mode using state-of-the-art multi-media technology and equipment. Teachers and students interact via the internet mainly through the MOODLE (Modular Object-Oriented Dynamic Learning Environment) platform which can be viewed at the MyPortal LMS.

COURSES

The MPM Program consists of a 36-unit academic course/program and a written comprehensive examination. The 36 academic courses include five mandatory core courses, i.e. these courses should all be taken by the students; two survey courses; three courses in the field of specialization; and two electives (from the pool of survey and field of specialization courses not yet taken by the student).

Core Courses (Total of 15 units)

- PM201** (3 units) **Theory and Practice of Public Administration**
Ideas, issues, and trends in the theory and practice of Public Administration and national development
- PM208** (3 units) **The Philippine Administrative System**
Nature, processes and dynamics of the Philippine Administrative System and its role in national development [Prerequisite: PM 201]
- PM230** (3 units) **Financial Management in Government**
Financial management, including financial planning, budget analysis and preparation, accounting, cash management, and financial accountability in a government organization
- PM299.1** (3 units) **Quantitative Methods in Public Policy and Administration**
Statistics and other mathematical methods applied to the analysis of issues and decision-making in policy and administration
- PM299.2** (3 units) **Research Methods in Public Administration**
Application of scientific methods to the study and practice of Public Administration [Prerequisite: PM 299.1]

Survey Courses (Total of 6 units)

Two of the following:

- PM231** (3 units) **Public Fiscal Administration**
Organization, processes and procedures of fiscal administration covering such areas as revenue administration, budgeting, accounting, auditing, and inter-governmental

fiscal relations

- PM241** (3 units) **Public Policy and Program Administration**
Introduction to policy analysis, policy system, policy research, the role of the State and the rationale for public policy, policy implementation, including the disciplinary foundation, processes, and methodological and practical issues of Policy Science

- PM251** (3 units) **Local Government and Regional Administration**
Theoretical and empirical perspectives of local government and regional administration, issues and central local relations, community and institutional development and area management

- PM281** (3 units) **Voluntary Sector Management and the Development of Civil Society**
Theory and practice of voluntary sector management including understanding and analysis of the nature of civil society, the management of its organizations, and the dynamics of its interaction with the state and the market

Electives (Total of 6 units)

- PM227** (3 units) **Human Resource Management**
The government's manpower development policies and plans as they relate to public personnel in general and to selected agency manpower planning programs in particular; forecasting for manpower needs at the agency level; developing programs to meet such needs

Any Survey or Major Courses not taken previously
(3 units)

Specialization (Total of 9 units)

Major Courses in Local Government and Regional Administration (LGRA) Track

- PM252** **Rural Administration and Development**

(3 units) Roles of local, regional, and central institutions in rural development and service administration; planning, organization, personnel, and management concepts and methods in local and area agencies; community organization and participation in rural development programs and projects [Prerequisite: PM 251]

PM253
(3 units) **Human Resource Management**
The government's manpower development policies and plans as they relate to public personnel in general and to selected agency manpower planning programs in particular; forecasting for manpower needs at the agency level; developing programs to meet such needs

PM254
(3 units) **Human Resource Management**
The government's manpower development policies and plans as they relate to public personnel in general and to selected agency manpower planning programs in particular; forecasting for manpower needs at the agency level; developing programs to meet such needs

PM259
(3 units) **Special Problems in Local Government and Regional Administration**
[Prerequisite: PM 251]

Major Courses in the Public Policy and Program Administration (PPPA) Track

PM242
(3 units) **Methods of Policy Analysis**
Quantitative and non-quantitative methods in the analysis of public policy; problems in applying these methods and techniques [Prerequisite: PM 241]

PM243
(3 units) **Program and Project Development**
Systematic analysis, planning, and evaluation of programs and projects [Prerequisites: PM 241 or COI]

PM244
(3 units) **The Policy Process**
Methodological, environmental, institutional, and substantive issues in the policy cycle, including in-depth analysis

of specific substantive policy issues
[Prerequisites: PM 241 or COI]

PM245
(3 units) **Program and Project Implementation**
Policy and program implementation with emphasis on the factors related to success and failure of public policy [Prerequisites: PM 241 or COI]

Major Courses in the Voluntary Sector Management (VSM) Track

PM282
(3 units) **Human Resources Management in the Voluntary Sector**
Managing volunteer and paid staff in the voluntary sector, their interaction with each other, with the civil service, and civil society; process towards professionalization, nurturing the commitment and competence of human resources in the organization [Prerequisite: PM 281]

PM283
(3 units) **Resource Generation and Financial Management in the Voluntary Sector**
Generating and managing resources in the voluntary sector, the nature of philanthropy, generating income in not-for-profit organizations, budgeting, accounting and accountability for resources of the organization [Prerequisite: PM 281]

PM284
(3 units) **Strategic Planning and Management in the Voluntary Sector**
Undertaking strategic planning and management for organizations in the voluntary sector, setting and achieving the vision of such organizations [Prerequisite: PM 281]

PM289
(3 units) **Special Problems in Voluntary Sector Management** [Prerequisite: PM 281]



DIPLOMA IN SOCIAL WORK

The Diploma in Social Work program is designed for professionals engaged in social welfare and social development work who wish to pursue graduate studies to gain a higher level of competence in their field of practice. This program is open to those with a bachelor's degree in social work and those who do not, with a different track for each. An above-average performance or the successful completion of the degree qualifies students without a bachelor's degree in social work to enter the Master in Social Work program should they wish to take this course of study.

PROGRAM GOALS

The Diploma in Social Work aims to provide higher level competence in direct practice and supervisory tasks among social work practitioners.

ADMISSION REQUIREMENTS

- A bachelor's degree from a recognized academic institution;
- A high level of intellectual capacity and integrity; and
- A high English proficiency level (as evidenced by a TOEFL certification) for foreign applicants.

These will be determined through (1) an examination of an applicant's undergraduate credentials and (2) a review of references from former professors and professional supervisors.

ADMISSION POLICIES

A Program Admission Committee, headed by the Program Chair of the Diploma in Women and Development Program, will convene to deliberate on the documents submitted by the applicants. The OUR then informs the students of the results of the admission.

If all documents and requirements have been fulfilled by the student, he/she will be admitted as a regular student. A student will be given provisional status if he/she failed to submit the needed requirements for admission to the program. One year will be given to the student to complete the said requirements.

MODE OF INSTRUCTION

All courses, except for the field instruction courses, will be delivered mainly by distance education mode. Field instruction courses, an integral part in social work education, requires face-to-face supervision and this will be accomplished with the support of agency field work supervisor working under the overall direction of the faculty-in-charge of the course.

Prospective applicants are advised that the program requires at least one field instruction course for those with BSSW while those without a BSSW will need two field instruction courses. Each course requires working 320 hours in an assigned agency during their regular working hours.

Those without a bachelor's degree in social work and intend to pursue a Master of Social Work and complete the 1,000-hour requirement for professional social work training will be required to enrol in a total of five field instruction courses.

Students whose employment will not allow for an adjustment of their work schedule for field instruction with another agency may apply for a work-study scheme. In this scheme, they could conduct their field instruction in the agencies where they are working provided that they satisfy the guidelines to become fieldwork agencies.

COURSES

The Diploma consists of 27 units of core and major courses for holders of a bachelor's degree in social work and 33 units for those without said bachelor's degree. This can be completed between five to six semesters on a part time basis, at six units per semester. Upon completion of all courses, students must take and pass a comprehensive examination to earn the degree.

For BSSW holders, students shall have an option to take specialization on these three areas: (1) social administration, (2) clinical practice, or (3) community organizing. Field instruction courses will also be focused on the chosen area of concentration.

With BS Social Work Degree (27 units)

Core Courses (Total of 15 units)

- SW201 Social, Economic & Political Structures and Processes**
(3 units) Socio-economic and political structures and processes and their implications to social work
- SW202 Human Behavior & Social Change**
(3 units) Theories of human behavior and their implications to social work interventions for social change
- SW210 Social Administration and Development**
(3 units) Perspectives and approaches in the organization and management of social services
- SW220 Social Work Theory & Practice**
(3 units) Theory and practice of social work
- SW299.1 Social Work Research I**
(3 units)

Specialization Courses (Total of 6 units)

- SW211 Social Policy Development**
(3 units) Approaches and techniques in social policy formulation for social development
- SW212 Social Planning and Program Development**
(3 units) Participative methods of social planning and programming
- OR
- SW221 Clinical Social Work Practice I**
(3 units) Individual and family diagnosis and treatment
- SW222 Clinical Social Work Practice II**
(3 units) Group treatment concepts, methods and techniques
- OR
- SW230 Theory and Practice of Community Organization**
(3 units) Theories, principles and processes in the formation, maintenance, consolidation and evaluation of people's organization

- SW231 Strategies in Community Mobilization**
(3 units) Strategies and tactics in the effective mobilization of communities for social action
[Prerequisite: SW 230]

Field Instruction and Electives (Total of 6 units)

- Elective**
- SW 253 Supervision in the Social Services or Any major course apart from area of specialization**
(3 units) Supervisory principles, approaches and techniques in the supervision of professional staff, paraprofessionals and volunteers.
[Prerequisite: COI]
- SW280 Field Instruction I or Any major**
(3 units)
- DSW Integration Exam**

Without BS Social Work Degree (33 units)

Core Courses (Total of 15 units)

- SW201 Social, Economic & Political Structures and Processes**
(3 units) Socio-economic and political structures and processes and their implications to social work
- SW202 Human Behavior & Social Change**
(3 units) Theories of human behavior and their implications to social work interventions for social change
- SW210 Social Administration and Development**
(3 units) Perspectives and approaches in the organization and management of social services
- SW220 Social Work Theory & Practice**
(3 units) Theory and practice of social work
- SW299.1 Social Work Research I** (3 units)

**Specialization and Survey Courses
(Total of 12 units)**

- SW211 Social Policy Development**
(3 units) Approaches and techniques in social policy formulation for social development
- SW221 Clinical Social Work Practice I**
(3 units) Individual and family diagnosis and treatment
- SW230 Theory and Practice of Community Organization**
(3 units) Theories, principles and processes in the formation, maintenance, consolidation and evaluation of people's organization

- SW212 Social Planning and Program Development**
(3 units) Participative methods of social planning and programming
- OR
- SW222 Clinical Social Work Practice II**
(3 units) Group treatment concepts, methods and techniques
- OR
- SW231 Strategies in Community Mobilization**
(3 units) Strategies and tactics in the effective mobilization of communities for social action [Prerequisite: SW 230]

Field Instruction Courses (Total of 6 units)

- SW280.1 Field Instruction: Generalist Social Work Practice**
(3 units) Supervised field placement to develop beginning proficiency in generalist social work practice for non-BS Social Work graduates
- SW280 Field Instruction I** (3 units)
- DSW Integration Exam**

LADDERIZED TO MASTER OF SOCIAL WORK

Additional courses are required for students who wish to proceed to Master of Social Work from Diploma of Social Work.

Students not needing 1000 hours of Field Instruction

Additional Courses after Completion of Diploma (12 units)

- SW299.2 Social Work Research II (3 units)
- SW281 Field Instruction by Area of Concentration (3 units)
- Elective Any 200-level social work course (3 units)
- Cognate Any 200-level course (3 units)

Comprehensive Examination

Students needing 1000 hours of Field Instruction

Additional Courses for Intensive Field Instruction Degree (1,000 hours of Field Instruction) (12 units)

- SW299.2 Social Work Research II (3 units)
- SW281 Field Instruction by Area of Concentration (3 units)
- 280.2 Field Instruction: Special Client Group I (3 units)
Supervised field instruction to develop beginning proficiency in generalist social work practice with a special client group [Prerequisite: SW 280.1 and all core/required specialization courses]
- SW280.3 Field Instruction: Special Client Group II (3 units)
Supervised field instruction to develop beginning proficiency in generalist social work practice with a special client group (different from the client group in SW 280.2) [Prerequisite: SW 280.2]

Comprehensive Examination