
	Republic of the Philippines OFFICE OF THE PRESIDENT COMMISSION ON HIGHER EDUCATION DEPARTMENT OF TRANSPORTATION MARITIME INDUSTRY AUTHORITY	
Evaluation Instrument - Curriculum Requirements		

Name of Applicant HEI:	Address:
Program/s Applied for:	Academic Year Programs to be offered:
Evaluated by:	Date of Evaluation

Requirement	Supporting Documents	Self-Assessment (To be accomplished by Applicant HEI)		Documentary Review (To be accomplished by Designated EIT)		Remarks
		Complied	Not Complied	Complied	Not Complied	
Section 10 - Program Outcomes <ul style="list-style-type: none"> Program Outcomes are set based on: program/s to be offered; the discipline; and the type of HEI 	1. Program of Study with statement of program outcomes and the corresponding performance indicators					
Section 11 - Performance Indicators <ul style="list-style-type: none"> HEIs shall develop the performance indicators to be achieved by the students as per institution's program outcomes and may refer to Table A-II/1 and Table A-III/1 of the STCW Code as a guide 						

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		Complied	Not Complied	Complied	Not Complied	
<p><i>Section 15 - Minimum Curriculum Standards</i></p> <ul style="list-style-type: none"> MHEIs may design an enhanced curriculum suited to their own context and mission, subject to the approval by the Commission and Maritime Administration prior to implementation. In the same vein, they have latitude in terms of curriculum delivery and deployment of human and physical resources; as long as they can show that the attainment of the Program Outcomes and satisfaction of Program Educational Objectives can be assured by the alternative means they propose and provided further that the sequencing of the courses according to pre-requisites and co-requisites are observed, subject to the approval by the Commission and Administration. 	<p>2. Curriculum (Enhanced Curriculum as may be designed by the HEI) – showing how the Program Outcomes will be attained and Program Educational Objectives will be achieved</p>					
<p><i>Section 17 - Curriculum Outline and Content</i></p> <ul style="list-style-type: none"> The outline and content of the curriculum for BSMT is based on the curriculum map as presented in Annex A. The MHEIs shall comply with the pre-requisites required and co-requisites for the course concerned. 	<p>3. Curriculum Outline</p> <p>.1 BSMT .2 BSMarE</p>					
<p><i>Section 18 - Program of Study</i></p> <ul style="list-style-type: none"> MHEI shall adhere to the minimum curriculum standards in the preparation of the program of study for BSMT and BSMarE programs which shall be approved by the Commission and the Maritime Administration. 	<p>4. Program of Study - the academic plan, which articulates the distribution of courses per academic term, as well as the OBT requirement that have to be taken by a student towards the satisfactory completion of BSMT or BSMarE program with</p>					

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		Complied	Not Complied	Complied	Not Complied	
	statement of program outcomes and the corresponding performance indicators					
<p><i>Section 21 - Basic Training</i></p> <p>The Basic Training is a component of the BSMT and BSMarE programs. For this purpose, the MHEIs shall first apply and secure proper approval from the Maritime Administration to offer the said course.</p> <p>In case the MHEIs cannot offer the Basic Training component to its BSMT and/or BSMarE students, the concerned MHEI shall enter into a Memorandum of Agreement (MOA) with a maritime training institution (MTI) offering an approved Basic Training course located within the region subject to the following regulations</p>	<p>5. Certificate of Course Approval (BT)</p> <p>OR</p> <p>MOA with an MTI offering an approved BT course</p>					
<p><i>Section 19 - Course Specifications</i></p> <ul style="list-style-type: none"> MHEIs shall adhere to the course specifications for BSMT and BSMarE programs, as prescribed by the Commission and the Maritime Administration. In case the MHEIs cannot offer the Basic Training component to its BSMT and/or BSMarE students, the concerned MHEI shall enter into a Memorandum of Agreement (MOA) with a maritime training institution (MTI) offering an approved Basic Training course located within the region subject to the following regulations 	<p>6. Course Syllabus and Instructional Materials</p> <p>Note: evaluation of course syllabus will be reflected in a separate form</p>					



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		Complied	Not Complied	Complied	Not Complied	
<p><i>Section 20 - Course Delivery</i></p> <p>The curriculum delivery for BSMT or BSMarE program commences by conveying the required knowledge, understanding, skills and competences that the students must acquire and demonstrate at the end of the program. The MHEIs shall follow and adhere to the prescribed structure, teaching methods and media of delivery, learning activities, assessments, and ensure the provision and availability of necessary facilities, equipment and other instructional support to ensure the attainment of the intended learning outcomes and the achievement of the prescribed standards of competence under the STCW Convention, 1978, as amended and other relevant international covenants, which shall be in a form of a course syllabus.</p>						
<p><i>Section 21 - Curriculum Review and Revision</i></p> <ul style="list-style-type: none"> The Commission and the Maritime Administration shall conduct a regular review of the BSMT and BSMarE curricula to ensure continued compliance with the prevailing STCW standards, and other relevant international covenants and national laws and regulations, and if necessary, revise the curriculum and issue guidelines to MHEIs. 	<p>Note: The policy and procedure for curriculum review and revision shall be checked under the QSS using the form in Annex B</p>					

Self-Assessment:

Name and Signature

Date

Recommendation on Documentary Review:

☐

Approval

☐

Disapproval

☐

Further Actions

Prepared by:

Member of the EIT

Date: _____

Member of the EIT

Date: _____

Member of the EIT

Date: _____

Member of the EIT

Date: _____

Lead Evaluator of the EIT

Date: _____

Reviewed by:

Lead Evaluator
(Not Member of the Designated EIT)

Date: _____

Approved by:

Executive Director

Date: _____

