

GRADING SYSTEM

The following grading system shall be adopted pursuant to the provision of the University Code:

Numerical Equivalent	Percentage	Adjectival Rating
1.00	97-100	Excellent
1.25	94-96	Excellent
1.50	91-93	Very Good
1.75	88-90	Very Good
2.00	85-87	Good
2.25	83-84	Good
2.50	80-82	Satisfactory
2.75	78-79	Satisfactory
3.00	75-77	Fair/passing
4.00	71-74	Conditional (Midterm)
5.00	50-70	Failed
D		Dropped
WP		Withdrawn with Permission
INC		Incomplete

SUBJECT OFFERINGS

Based on Revised 2006 Curriculum incorporating CMO 30, s. 2004

General Education

Eng 11	Study and Thinking Skills	3
Eng 12	Writing in the Discipline	3
Eng 13	Effective Speech	3
Fil 11	Komunikasyon sa Akademikong Filipino	3
Fil 12	Pagbasa at Pagsulat sa Pananaliksik	3
Fil 14	Masining na Pagpapahayag	3
Lit 11	Philippine Literature	3
Lit 12	World Literature	3
Hum 11	Introduction to Humanities	3
PI 11	Life, Works, and Writings of Rizal	3
Bio 13	Biological Science	3
Phy Sci 10	Earth Science	3
Math 11	College Algebra	3
Math 12	Plane Trigonometry	3
IT 11	Basic Computer Education	3
Philo 11	Logic	3
Soc Sci 11	Gen. Psychology with Drug Abuse and Prevention	3
Soc Sci 12	Society and Culture with Family Planning	3
Soc Sci 13	General Economics, Agrarian Reform and Taxation	3
Soc Sci 14	Politics and Governance with the New Constitution	3
Soc Sci 16	Philippine History and Culture	3
PE 11	Physical Fitness and Self-Testing Activities	2
PE 12	Rhythmic Activities	2
PE 13	Individual and Dual Sports	2
PE 14	Team Sports	2
NSTP 11	National Service Training Program I	3
NSTP 12	National Service Training Program II	3

Professional Education

FS 1	Field Study 1	1
FS 2	Field Study 2	1
FS 3	Field Study 3	1
FS 4	Field Study 4	1
FS 5	Practice Teaching In Campus	2
FS 6	Practice Teaching Off-Campus	6
Prof Ed 11	Social Dimensions of Education	3
Prof Ed 12	Child and Adolescent Development	3
Prof Ed 13	Facilitating Learning	3
Prof Ed 14	The Teaching Profession	3
Prof Ed 17	Guidance and Counseling	3
Prof Ed 20	Principles of Teaching 1	3
Prof Ed 21	Principles of Teaching 2	3
Prof Ed 25	Educational Technology 1	3
Prof Ed 26	Educational Technology 2	3
Prof Ed 35	Assessment of Learning 1	3
Prof Ed 36	Assessment of Learning 2	3
Prof Ed 40	Curriculum Development	3
Prof Ed 46	Special Topic	3
Prof Ed 50	Developmental Reading	3

Course Audit Courses

CA 1	Course Audit 1	3
CA 2	Course Audit 2	3

Specialization (Summary)

Biological Science	71 units
English	60 units
Filipino	60 units
Mathematics	60 units
Physical Education, Health, Music and Arts (PEHMA)	69 units
Physical Sciences	63 units
Social Studies	60 units
Values Education	69 units

Summary

General Education	77 units
Professional Education	54 units
Specialization	60-71 units
TOTAL	191-202 units

For more information, please contact:

THE DEAN

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Republic of the Philippines
Benguet State University
COLLEGE OF TEACHER EDUCATION
La Trinidad, Benguet

BULLETIN OF INFORMATION

BACHELOR OF SECONDARY EDUCATION

Resolution No. 276, s. 1989



VISION

A premier State University in Asia

MISSION

Development of people imbued with academic excellence, social conscience and productivity; and active in generating and promoting environment-friendly, useful technologies to improve the quality of life.

COLLEGE GOAL

To educate and train globally competent and service-oriented teachers imbued with virtues and principles.

COLLEGE OBJECTIVES

1. Provide quality education that emphasizes the development of relevant professional, pedagogical, and technical knowledge, skills, competencies and values for good citizenship.
2. Strengthen research programs that will apply to a wide range of best teaching-learning practices.
3. Establish linkages, networkings, and partnerships with local, national and international entities.
4. Provide efficient and effective services through special programs and projects geared towards self-reliance and sustainable resource management.

PROGRAM OBJECTIVE

The Bachelor of Secondary Education aims to develop high school teachers who can teach in one of the different learning areas in high school like Mathematics; Physical Sciences; Biological Sciences; English; Filipino; Values Education; Social Studies; Technology and Livelihood Education and Physical Education, Health, Music and Arts.

ADMISSION REQUIREMENTS AND PROCEDURES

For New Students

Policy: For Incoming Freshmen: Students applying for the qualifying examination should have a grade point average of 85% or better in the most recent grading period.

For Transferees: Students applying for the qualifying examination should not have deficiencies (INC, D, F). The grade point average requirement shall be 85% or its equivalent or better.

Procedure:

A. Application for Qualifying Examination

1. Obtain an application for admission from the Office of the University Registrar (OUR). The form may also be downloaded from the website <http://www.bsu.edu.ph>.
2. Pay testing fee of PhP 200.00 to the Cashier's Office.
3. Submit duly accomplished application form to the OUR.
4. Seek schedule and permit for the qualifying examination.

B. Qualifying Examination (Result = Average or better)

C. Evaluation of application requirements (Office of the Dean)

D. Admission

1. Obtain Notice of Admission from the OUR.
2. Submit yourself to the University Physician for a medical examination.
3. Submit the following documents to the Registrar's Office during enrollment:
 - a. *For incoming freshmen:* Original copy of BPS Form 138
 - For transferees:* Transfer credentials (Official Transcript of Records and Honorable Dismissal)
 - b. Birth certificate authenticated by the National Statistics Office
 - c. Notice of Admission
 - d. Result of medical examination
 - e. 2 pcs 2" x 2" recent ID picture

IMPORTANT: Admission of transferees shall depend on the availability of slots.

Returnees

1. Obtain a Re-Admission Form from the Office of the University Registrar.
2. Make your letter of intent addressed to the College Dean. Present this to the OSA Satellite Coordinator during an interview.
3. Submit the letter of intent (duly noted by the OSA-Satellite Coordinator) to the College Dean together with the accomplished Re-Admission Form.
4. Seek re-admission from the College Dean in the presence of parents (if required).
5. Obtain a certification from the Office of Student Affairs (Main).
6. Submit yourself to the University Physician for a medical examination.
7. Submit the following to the Office of the University Registrar during enrollment:
 - a. Duly approved letter of intent and re-admission form
 - b. Certification issued by the OSA (Main)
 - c. Certification issued by the University Physician

Shifters

From one major field to another

Policy: Students are allowed to change their major fields ONCE. Junior and senior students are discouraged to shift as much as possible.

From one degree program to another

Policy: Students are allowed to shift ONCE.

Procedure:

1. Obtain Shifting Form from the Office of the University Registrar.
2. Present the following and submit yourself for an interview with the OSA Satellite Coordinator and Academic Adviser:
 - a. Duly accomplished shifting form
 - b. Letter of intent addressed to the Dean
 - c. Certification of grades issued by the University Registrar

NOTE: Should have no deficiencies (INC, D, F) in general education subjects

 - d. Result of entrance examination

IMPORTANT: Admission of shifters shall depend on the availability of slots

CAREER EXPLORATION AND ACADEMIC ADVISING

The Career Exploration and Academic Advising are given to the students to guide them in the selection of their major field. The following procedures are undertaken by freshmen, transferees, and shifters:

1. Attend the Career Exploration Program scheduled by the College

The Career Exploration Program showcases what is in store in each of the major fields offered in the College which includes interesting facts, activities, requirements, and employment possibilities.

2. Take the Career Exploration Test

The Career Planning Inventory is administered by the Department of Secondary Education to help students determine his/her abilities and interests. These in turn help the student identify the major field that would suit him/her.

3. Present duly accomplished Career Planning Inventory (CPI) and application form to the academic adviser assigned to you.

An academic adviser is assigned per major field. In the personal encounter with the student, the academic adviser validates the abilities and interests as reflected in the CPI and the student's actual performance as reflected in the Midterm Grade and/or High School Report Card. The academic adviser decides whether the student qualifies to major in the chosen field.

4. Seek approval from the Dean.

IMPORTANT: To continue in the chosen major field, the student should obtain a grade point average of 2.50 or better in the courses related to his/her specialization.

DROPPING, CHANGING AND ADDING OF SUBJECTS

A student in the undergraduate course shall be allowed to drop and change his subjects already enrolled and add, provided that these are done properly as provided for in the University Code. Substitution shall not be allowed for any subject prescribed in the curriculum in which the student had failed.

ATTENDANCE

Students must attend their classes regularly.

Students shall be required to present an admission slip issued by the OSA Satellite Coordinator whenever a student incurs an absence from his class. A student's absence for three consecutive meetings shall mean referral to the Office of Student Affairs for appropriate action. Admission slips for such absences shall be obtained from the Office of Student Affairs.

When the unexcused absences of a student is equivalent to 20% of the total number of hours of class work in succession, he/she shall be automatically dropped from the course, provided that the said absences had been incurred before the midterm examination. If such absences were incurred after the midterm examination, a grade of "5" is given. "Dropped" shall be marked and will not be given a grade if the absence were incurred due to valid reasons as determined by the instructor concerned.

EXAMINATIONS

An integration period of two(2) days, one Thursday and one Friday, shall be allowed prior to the scheduled final examinations. There shall be no integration period for the midterm examinations. The schedule for the Midterm and Final examinations prepared by the Admissions Office shall be adopted. A copy of the examination, copy furnish the Office of the Dean, shall be administered by the faculty concerned on the subjects he is teaching during the regular examination periods.

Test papers for encoding shall be submitted one week before the examination schedule; for reproduction, one day before the examination.