

Republic of the Philippines  
Province of Pampanga

CITY COLLEGE OF SAN FERNANDO PAMPANGA  
BOARD OF TRUSTEES  
City of San Fernando, Pampanga

Resolution No. 10, Series of 2023

"A RESOLUTION APPROVING THE INTEGRATION OF SHIFTING AND RECALIBRATED  
RETENTION POLICIES EFFECTIVE 1<sup>ST</sup> SEMESTER OF AY 2023-2024"

**WHEREAS**, since its establishment in 2008, the City College of San Fernando Pampanga (CCSFP) has been dedicated in providing education to the "poor but deserving Fernandinos";

**WHEREAS**, Mayor Vilma Balle-Caluag has expressed a commitment to enhance inclusivity within CCSFP, aiming to broaden educational opportunities for the youth of San Fernando, Pampanga, thereby securing their future prospects;

**WHEREAS**, on September 19, 2023, Atty. Gloria V. Bañas, the College Administrator/President, convened an emergency Academic Council meeting to deliberate the approved Board of Trustees (BOT) resolution titled "Proposed Integration of the Acceptance of Returnees and Transferees, Crediting of Units, Shifting, Overload, Leave of Absence, Changing & Dropping of Grades, Cross Enrolment, Completion of Incomplete Grades, and Correction or Change of Grades" with the aim of aligning it with the current CCSFP Academic Policies and recalibrating its Retention Policies;

**WHEREAS**, during the meeting, the CCSFP Academic Council reached a consensus to reconsider students who did not meet the existing retention policies for the last semester of the academic year 2022-2023, allowing them to enroll for the first semester of the academic year 2023-2024;

**WHEREAS**, the Academic Council resolved to implement the integration of shifting and the recalibrated retention policies for the first semester of the academic year 2023-2024, as outlined below:

**I. Shifting**

- a. A student may be allowed to shift from one institute to another subject to evaluation by the Dean for crediting of courses & courses to be taken to be approved by the Registrar;
- b. Shifting from non-board to board programs shall be subject to the satisfaction of the admission criteria of the Board Program.

**II. Retention**

**Teacher Education**

- a. All students are required to maintain a minimum general weighted average (GWA) of 83% every semester and no grade lower than 80% in any subject;
- b. Academic probation shall be granted only **ONCE** to all students who:
  - i. Obtain the minimum required GWA of 83% but have grades lower than 80%; and,
  - ii. Obtain a GWA of less than 83% and with no grades lower than 80%

**NON-BOARD PROGRAMS**

- i. **25% of enrolled courses FAILED** = Academic Probationary Status
- ii. **Academic Probationary: TWICE** (for the entire prescribed year of program)
- iii. **50% of enrolled courses FAILED** = (Advise to shift to other non-program)
- iv. **Above 50%** = *Permanent Disqualification from the College*

- Low academic performance as early as the Preliminary period must be reported to Deans and Guidance for appropriate mentoring and counseling
- 25% of enrolled courses FAILED = to undergo Academic Mentoring & Guidance Counseling so as to avoid reaching the worst scenario of having 50% level of failed courses

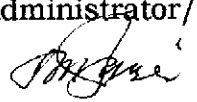
**NOW THEREFORE**, by the power vested by the CCSFP Charter, the CCSFP-Board of Trustees hereby **APPROVE THE INTEGRATION OF SHIFTING AND RECALIBRATED RETENTION POLICIES EFFECTIVE AY 2023-2024”**

IN WITNESS WHEREOF, the Members of the Board of Trustees hereby affix their signatures this \_\_\_\_ day of \_\_\_\_\_, 2023, at the City of San Fernando, Pampanga.

  
**HON. VILMA BALLE-CALUAG**  
 City Mayor- BOT Chairperson

**ATTY. GLORIA J. VICTORIA-BAÑAS, D.P.A**  
 College Administrator/President

  
**HON. ENGR. AURELIO BRENZ P. GONZALES**  
 Committee on Education

  
**DR. LOURDES M. JAVIER**  
 Private Sector-Representative

**DR. RICHARD DAENOS**  
 ALCU Representative

**ROSALIE P. CAYABYAB**  
 CCSFP- FA-President

**NIZANA OSEYE T. DELA CRUZ**  
 CSSFP-SSC- President

**LAWRENCE PANGILINAN**  
 Alumni Association President

SUBSCRIBED AND SWORN to before me this \_\_\_\_ day of \_\_\_\_\_ 2023 in the City of San Fernando, Pampanga and within the jurisdiction of the Commissioning Court, Hon. Vilma Balle-Caluag, Hon. Engr. Aurelio Brenz P. Gonzales, Atty. Gloria J. Victoria – Bañas, Dr. Richard Daenos, Dr. Lourdes M. Javier, Rosalie P. Cayabyab, Lawrence T. Pangilinan, and Nizana Oseye T. Dela Cruz, personally known to me and to me known as the same persons who signed the foregoing Board Resolution and acknowledged to me that they executed the same voluntarily.

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 Series of 2023.