

GUIDELINES FOR THE ACCREDITATION OF LANGUAGE CENTERS, CLINICS AND THE LIKE OFFERING SHORT TERM ENGLISH PROFICIENCY COURSES

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All language centers, clinics and the like offering short-term English language proficiency courses not exceeding at least two (2) years to alien, who are 18 years of age or over and who are temporary visitors for pleasure under Commonwealth Act (C.A.) No. 613, Section 9(a), shall secure prior, written accreditation from the BI. Thereafter, only aliens with BI issued special study permits (SSP) for this purpose shall be allowed to enroll.

The following documents shall be submitted to this Bureau, for purposes of accreditation:

1. Verified letter-request for accreditation to enroll aliens for a short-term English proficiency course;
2. Certified true copy of the latest income tax return of the language center, clinic and the like;
3. SEC and DECS certificates to operate;
4. Verified list of faculty members;
5. Verified list of alien student population with their corresponding SSP numbers;
6. Official receipt for the accreditation fee in the amount of FIFTY THOUSAND (P50,000.00) PESOS; and
7. Certified true copy of the language curriculum actually offered and implemented.

The following aliens are, however, disqualified from enrolment in any BI-accredited language center, clinic and the like:

1. Those who have pending applications for nonimmigrant visas under C.A. No. 613, Section 9(a) to 9(g);
2. Those who have pending applications for immigrant visas under C.A. No. 613, Section 13 or 13(a) to (g);
3. Those who have been excluded under C.A. No. 613, Section 29;
4. Those who have been deported or are being investigated under C.A. No. 613, Sections 37, 45 and 46;
5. Those who are being investigated and/or charged for a crime or an offense;
6. Those who have been repatriated under C.A. No. 613, Section 43;
7. Those with expired nonimmigrant visas;
8. Those who are in the BI Watch and Alert Lists; or
9. Those who are deemed inimical to national security, public safety or public health.

The BI shall revoke the BI accreditation of any language center, clinic and the like that fails to comply with this memorandum order, without prejudice to the penal provision of C.A. No. 613, Section 46. Penal action shall also

apply to any non-BI accredited language center, clinic and the like that enrolls alien students who are subject of this memorandum order.

This memorandum order shall take effect immediately.

Adopted: 2 Feb.2002

(SGD.) ANDREA D. DOMINGO
Commissioner

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