



CEBU DOCTORS' UNIVERSITY COLLEGE OF MEDICINE

(A NON-STOCK AND NON-PROFIT CORPORATION)

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May 26, 2020

To: CDU-CM Community
Prospective CDU-CM students

From: [Sgd.] Philip Anthony S.D. Larrazabal, MD
President and Chairman of the Board

Subject: Official announcement of Cebu Doctors' University College of Medicine regarding the Second Semester, AY 2019-2020 and other concerns in the time of COVID-19

Classes and all other school activities at CDU-CM were suspended last March 13, 2020 following the declaration by the Mayor of Mandaue City due to the national threat and confirmed local transmission of SARS-CoV-2, the virus responsible for COVID-19. The administration of the College of Medicine, in consultation with its faculty and students, decided to continue to provide quality education by delivering learning materials and coursework, through online and other means, to its students at their places of residence. The following pronouncements, consistent with directives from the national and local governments as well as the Commission on Higher Education (CHED), are being issued for the guidance of the CDU-CM community.

1. Fulfillment of academic requirements

- 1.1. Levels I, II, and III students were given adequate time to submit their accomplished assignments through online and other means on or before their deadlines on May 28 for Level I, Level II, Level IV, and May 18 for Level III.

- 1.1.1. Clinical Clerks who volunteered for hospital duty at Cebu Doctors University Hospital after the suspension of Clinical Clerkship on March 16, 2020 were given merits proportionate to the number of days of volunteer work. These merits were used to offset extension duties due to sanctions as a result of infractions that were committed before the suspension of Clinical Clerkship. Any remaining extensions, after applying the merits, were served after May 31, 2020 by completing online assignments and submitting them online on or before June 7, 2020.
 - 1.1.2. There shall be no examinations, whether in-campus or online, including Final Examinations, in Level I, Level II, and Level III during the period of class suspension.
 - 1.1.3. Level I and Level II research groups that had not yet finished their research work shall be given time during the early part of the First Semester of Academic Year 2020-2021 to do their data collection, undergo their oral defense, and/or submit their final manuscript. Completion during the First Semester of Academic Year 2020-2021 of the previous term's research work shall be a requirement for promotion to the next year level.
- 1.2. There shall no longer be any lecture or laboratory classes nor any other school activity during the period prior to the start of Academic Year 2020-2021.

2. Final grades and entries in the Official Transcript of Records

- 2.1. All coursework assigned to the students during the period of class suspension shall be graded. The final grade in a subject shall be computed based on all available scores for that subject, including the scores earned for completed assignments submitted during the period of class suspension. The relative weights of the scores obtained from the various assessment tools used during the Academic Year shall be adjusted to reflect the fact that examinations were no longer given starting from the date of class suspension.
- 2.2. Considering the fact that the students did not have equal access to scholarly resources during this period of community quarantine, the College shall exercise maximum consideration, fairness, and leniency in determining the cut-off passing scores for each subject in a year level prior to presentation to the respective Promotions Board Meetings for Level I, Level II, and Level III.
- 2.3. During the Promotions Board Meeting for each year level, which shall be scheduled after completion of all computations for final scores, its members shall likewise exercise maximum consideration, fairness, and leniency in deciding who shall be promoted to the next year level.
- 2.4. A "W" (Withdrawn) and "DR" (Dropped) shall be the final mark given to students who fulfill the criteria for these final marks as set forth in the Bulletin of Information. Students

given a “W” or a “DR” in a subject may re-enroll that subject in a subsequent academic term.

3. Computation of Weighted Averages for Dean’s List, President’s List, academic scholarships, and graduation with honors

3.1. Grades earned during the Second Semester of Academic Year 2019-202 shall be included in the computation of weighted averages for Dean’s List, President’s List, and academic scholarships.

3.2. Grades earned during the Second Semester of Academic Year 2019-2020 shall be included in the computation of a student’s General Weighted Average and his or her possible graduation with honors.

4. Encoding of final marks by the faculty; release of credentials and diplomas

4.1. Faculty members in each Year Level shall encode the final marks for their subjects **not later than 3 days after the Promotions Board Meeting for that Year Level.**

4.2. Official Transcripts of Records, Transfer Credentials, and diplomas shall be released not earlier than 2 weeks after final marks are encoded and after the request for release of such shall have been filed.

5. Commencement exercises

5.1. For health and safety concerns, the Commencement Exercises previously scheduled for June 25, 2020 are cancelled, consistent with CHED COVID-19 Advisories.

5.2. The decision on whether to hold Commencement Exercises in the near future shall depend on future pronouncements from the national and local governments and advisories from CHED.

6. Inquiries and submission of applications from prospective CDU-CM students

Prospective CDU-CM students may go to <https://cebudoctorsuniversity.edu> to check out the admission requirements, scholarships, the enrollment process, and payments and discounts.

6.1.1. Scanned copies of admission requirements may be emailed to cdu-cm@cebudoctorsuniversity.edu, copy furnished to bpatiluna@gmail.com. Evaluation of these submitted documents shall be made and the applicant shall be informed of the possible schedule of a personal interview or a video interview.

6.1.2. Subsequent steps in the enrollment process may proceed once the applicant has been accepted for enrollment and the University offices are allowed to reopen.

Cebu Doctors' University College of Medicine shall continue to monitor the situation and will come out with advisories from time to time as the need arises.

The University just recently purchased the Brightspace learning management system, a platform necessary to deliver full-online as well as flexible learning to its students. Brightspace is both student- and faculty-friendly and users can access material online or offline. The faculty of Cebu Doctors' University College of Medicine will continue to adapt to the situation and will propose and implement innovations in teaching and learning in order to maintain the quality of education expected of the College.

My heartfelt gratitude goes to the faculty members and non-teaching staff for their effort in continuing to provide quality education and service to the students. Likewise, I give my thanks to the student leaders for their initiatives in helping their fellow students who have been affected by this crisis, delivering needed basic goods to them during the period of quarantine. Lastly, I give my thanks to the Clinical Clerks and Post-graduate Interns who, when the Clerkship and Internship programs were suspended, volunteered to do work in Cebu Doctors University Hospital risking their own health to help the overworked resident physicians.

We continue to pray to the Almighty to keep us, our loved ones, the frontliners, and the community safe at all times. Please do your part and stay safe always!