



LEGAL EDUCATION BOARD

Suite 1102, Ermita Center Building
1350 Roxas Boulevard, Ermita, Manila 1000
www.leb.gov.ph

LEB MEMORANDUM ORDER (LEBMO)

No. 10, Series of 2017

Subject: **GUIDELINES ON THE ADOPTION OF ACADEMIC/SCHOOL CALENDAR**

In accordance with the provisions of Republic Act (Rep. Act) No. 7662 otherwise known as the "Legal Reform Education Act of 1993," and pursuant to Resolution No. 2017-95 approved by the Legal Education Board during its 62nd En Banc Meeting on February 28, 2017, these guidelines on the adoption of academic/school calendar is hereby issued:

(1) *General policy.* — Consistent with the academic freedom enjoyed by all higher education institutions, the Legal Education Board (LEB) hereby affirms that law schools may establish their own academic/school calendars and set their opening dates, subject only to the parameters prescribed hereunder.

(2) *Academic year.* — The academic/school year for all law programs (LL.B./J.D., LL.M., DCL/SJD) shall consist of not less than thirty-six (36) weeks, with each semester spanning eighteen (18) weeks, or twelve (12) weeks for a trimester, and each week the equivalent of normally six (6) school days, inclusive of legal and special holidays, and days for midterm and final examinations and special activities, and exclusive of approved vacations.

(3) *Minimum number of days.* — In any case, the total number of days on which regular school sessions are held shall not be less than two hundred (200) days per calendar year, or one hundred (100) days each semester, or sixty-seven (67) days per trimester, exclusive of all holidays and registration days, and class days suspended due to natural or man-made causes.

(4) *Prescribed number of hours.* — All law schools shall ensure that all law courses shall cover the minimum number of hours per credit unit as prescribed in the law school curriculum approved by the LEB, or as indicated in the LEB Model Curriculum, whichever is applicable. For this purpose, every one (1) credit unit in a lecture subject shall be equivalent to a total of eighteen (18) classroom contact hours in a semester, trimester or term, while 1 credit unit in practicum and similar subjects shall total to at least fifty-four (54) hours or as prescribed by the LEB in applicable regulatory issuances.

(5) *Summer term.* — The summer term shall consist of not less than six (6) weeks, inclusive of legal and special holidays, and days for midterm and final examinations and special activities. The maximum academic load that a student can enroll in during the summer term is nine (9) units.

(6) *Opening of academic/school year.* — Law schools may set the start of their school calendars not earlier than the last week of May but not later than the last day of August.

(7) *Compliance.* — All law schools shall ensure that the required minimum number of class hours and class days indicated in this Guidelines are complied with.

(8) *Notification.* — All law schools shall inform the LEB formally and in writing of their school calendar and class schedules, or any changes thereto, using the format of the Law School Calendar attached hereto.

This Memorandum supersedes all previous issuances on this matter, and shall take effect fifteen (15) days after publication in a newspaper of general circulation and deposit of a copy with the National Administrative Register in the University of Philippines Law Center.

Issued under the seal of the Legal Education Board this March 3, 2017 in the City of Manila, Philippines.


EMERSON B. AQUENDE
Chairman