



Republic of the Philippines  
Office of the President

# LEGAL EDUCATION BOARD

Red Cross Building, Carlos P. Garcia Avenue,  
Diliman, Quezon City 1104

## Legal Education Board Memorandum Circular No. 137, Series of 2022

### SUBJECT: **REMINDERS ON THE GUIDELINES AND SUBMISSION OF ACADEMIC CALENDARS FOR LEGAL EDUCATION INSTITUTIONS**

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Cognizant of the many difficulties faced by the broader legal education community during the COVID-19 pandemic, the Legal Education Board endeavored to afford Legal Education Institutions (LEIs) the flexibility and discretion to implement the necessary and innovative measures to deliver legal education without additional burden to their students, faculty members and school administrators.

While the LEB remains steadfast in this commitment, this Memorandum Circular establishes the return to the previous framework relative to the compliance and submission by LEIs of their academic calendars for Academic Year (AY) 2023-2024.

The policies and standards for this framework were enumerated in **LEB Memorandum Order (LEBMO) No. 10, Guidelines on the Adoption of Academic Calendars**. Pursuant to the aforementioned issuance, LEIs are now reminded of the policies and minimum standards in the following key areas:

- (A) **Academic Year**- the academic year for all law programs shall consist of not less than thirty-six (36) weeks, with each semester spanning eighteen (18) weeks, or twelve (12) weeks for a trimester. Each week shall have six (6) school days, inclusive of legal and special holidays and special activities, but exclusive of approved vacations. The six-day school week applies to midterms and final examinations.
- (B) **Minimum Number of Days**- 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 of each semester, or sixty-seven (67) days per trimester, exclusive of all holidays and registration days, and suspended class days due to man-made causes.
- (C) **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 curriculum approved by the LEB, or as indicated in the Revised Model Law Curriculum (RMLC), 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 the semester, trimester or term; while one (1) credit unit in practicum and similar subjects shall total to at least fifty-four (54) contact hours or as prescribed by the LEB in applicable regulatory issuances.



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Pursuant to the guidelines above, LEIs are also reminded to submit a copy of their Academic Calendars for AY 2022-2023 within **fifteen (15) days** upon receipt of this Memorandum Circular if they had not yet done so.

For more information about the policies and guidelines for the academic calendar, please refer to LEBMO No. 10 attached to this circular.

Issued on October 03, 2022, Quezon City

**ANNA MARIE MELANIE B. TRINIDAD**  
*Chairperson*