



Communiqué

Series 12 of 2020
(Release Date: May 29, 2020)

As we continue to prepare for the new normal in our school operations for School Year 2020-2021, I would like to share with you our plans for the delivery of online and home-based learning in all of our academic levels. Other important information—on enrollment, tuition fees, and financial assistance—are also covered in this communication.

With the evolving nature of the current national situation, future communications shall be periodically released to guide the community on other upcoming plans of the university.

A. Continuity of Learning Plan and Learning Modalities

In light of the COVID-19 pandemic and the necessary adjustments on teaching and learning methods that educational institutions needed to put in place in response to it, De La Salle Araneta University shall adopt the Flexible Learning Modality approach, henceforth referred to as **Flexible Alternative Remote Modality (FARM) of Learning**, until clearances are given by the government for face-to-face instruction within the school year. This decision was reached after a long and thoughtful deliberation process that sought to balance the need to ensure that learning continues effectively and efficiently without putting our community's health and safety at risk.

What is **Flexible Learning Modality**? As described in the International Journal of Technology and Human Interaction (IGI Global), Flexible Learning Modality is a learning design perspective that is deeply rooted in the needs of the learners, with the main objective of providing them with the highest level of flexibility in the areas of learning content, schedules, access, and learning styles. A flexible learning design customizes learning environments—using both technological and non-technological tools—so that they are able to effectively meet these needs.”

With the set-up, students will be given two learning environments: full online learning or home-based offline learning.



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A1. Full Online Learning. Learners with the appropriate learning tools (desktop, laptop, tablet, or smartphone) and with strong and stable internet connection shall access learning materials through various available online platforms like Seesaw (Pre-School to Grade 3) and Microsoft Teams (Grade 4 to 10, Senior High School (SHS), Tertiary Education Department (TED), and Graduate School). Previously and currently-used platforms like Google Classrooms, Edmodo, FB/Messenger Chat, Canvas, and the like that suit both students and faculty may be used to further complement the use of Seesaw and Microsoft Teams. Access and accomplishments shall be based on students' learning pace and will be subject to the system timetable.

Full Online Learning could be synchronous or asynchronous.

A1.1. Synchronous learning requires attendance at scheduled meetings or lectures that are often done in person at a traditional classroom. However, the term can also be applied to online courses where students will only be required to “log in” for their attendance or accomplish certain tasks on a predetermined date. As such, synchronous learning in an online setting includes the following:

- Scheduled quizzes and tests
 - Scheduled chat room time for students to share ideas
 - Scheduled video conferences or group phone calls
 - Live streamed lectures or demonstrations
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A1.2. Asynchronous learning, on the other hand, allows students to access materials, ask questions, and practice their skills at a time that works best for them. It uses a wide variety of tools and systems to allow the instructor and student to interact at their own convenience. These may include:

- Recorded presentations, such as slideshows and videos
- Email
- Discussion boards
- Social media groups
- Collaborative documents in the Cloud

A2. Home-based offline Learning. Learners who do not have access to appropriate learning tools (desktop, laptop, tablet, or smartphone) or are unable to go online due to limited Internet connectivity will be provided with printed learning materials, lesson modules, and/or course packs that will be made available to them twice during the quarter/term.

A2.1. Schedule of Availability of Learning Materials

A2.1.1. For Basic Education Department (BED) students, **the first set of materials will be available from the first week of classes until a week before the Mid-Quarterly Test (MQT), whereas the second set will be available during the MQT period until two weeks before the Quarterly Test period.**

A2.1.2. For SHS and TED and students, **the first set of materials will be available from the first week of classes until a week before the midterms, whereas the second set will be available during the Midterm Examination period until two weeks before the Final Exam period.**



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A2.2. Pick-up/Delivery Mechanisms for Learning Materials.

Learning materials may be picked up at the university by the student's authorized representative or through an official courier service. Output of the learning modules/formative assessments may also be submitted by the same representative or courier—the specifics and mechanisms of which will be communicated separately in the coming weeks.

A3. Teacher training, orientation programs, and assistance to students and parents. Teacher training through the BED and TED In-Service Training programs, including collaboration with other La Salle schools, are already in place and ready for implementation. Orientation programs and assistance mechanisms to students and parents are also being planned out and will be rolled out prior to the opening of classes. These programs were developed to make sure that there is smooth transition and effective implementation of teaching among teachers, students, and especially parents who are now expected to play an important role in the new learning modalities, especially for our young learners.

B. Enrollment

As we aim to start with our orientation programs and classes on the first week of July, online enrollment will begin on June 8 (Monday). Below are the procedures for application and enrollment:

B1. New Students. Entrance tests are waived for SY 2020-2021. For SHS, Junior High School grades will be used as a basis for consideration and admittance to the strand being applied for. For TED, High School (particularly SHS) grades will be used as a basis for consideration and admittance to the program being applied for. New students (i.e. accepted applicants) may coordinate with the Admissions Office via email at admissions@dlsau.edu.ph for the specifics of the application and enrollment procedure.



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B2. Old and Returning Students. Google forms and links have been developed for enrollment of old students in BED, SHS, and TED. Students are advised to coordinate with their respective departments for the specifics of the enrollment procedure. A separate communication, which shall include persons-in-charge for grade/year, strands, and programs, will be released on this.

C. Tuition and Fees

To make Lasallian education more accessible, the following are set to be implemented:

- There will be **NO TUITION AND OTHER FEE INCREASES FOR ALL LEVELS.**
- Refunds of unused SY 2019-2020 fees through crediting to the upcoming school year will be processed and provided accordingly.
- In consideration of the flexible learning modality arrangement for the first months of SY 2020-2021, a new schedule of fees will also be released. A separate communication, detailing such table of fees, will be released as soon as it has been finalized.

D. Financial Assistance

Students in need of financial assistance, especially those who, in SY 2020-2021, are on their final (graduating) year may email their application to Ms. Glenah May Rose D. Tolentino, Head of the Student Financial Assistance and Scholarship Office, at glenah.tolentino@dlsau.edu.ph. Information and application procedures for internal and external funding sources will be disseminated as soon as they have been finalized.



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As our shared reality continues to develop and evolve, we remain committed in ensuring that quality Lasallian education remains accessible, relevant, and inclusive. To this end, we continue to anticipate future scenarios and situations, and take proactive steps that will help us better conduct and implement the coming school year. With all our preparations to welcome SY 2020-2021 in a few weeks, I hope that we will all continue to work and help each other face any challenge that may lie ahead.

Thank you for your continued support to DLSAU!

A handwritten signature in black ink, appearing to read "Bjorn S. Santos".

Dr. Bjorn S. Santos
President