

Republic of the Philippines
Bicol University

#### **UNIVERSITY REGISTRAR'S OFFICE**

Legazpi City

ISO 9001:2008 TUV Rheinland ID 910863351

# Curricular Offerings of Bicol University

#### Contact Us:



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#### COURSE OFFERINGS

#### **DOCTORAL PROGRAM**

#### **BU GRADUATE SCHOOL - MAIN CAMPUS, LEGAZPI CITY**

- 1. Ed.D. in Educational Leadership and Management
- 2. Ph.D. in Educational Foundations
- 3. Ph.D. in Filipino
- 4. Ph.D. in Mathematics Education
- 5. Ph.D. in Peace and Security Administration

#### JESSE M. ROBREDO INSTITUTE OF GOVERNANCE AND DEVELOPMENT

- 1. Ph.D. in Development Management
- 2. Ph.D. in Public Administration

#### MASTER'S DEGREE PROGRAM

#### GRADUATE SCHOOL - MAIN CAMPUS. LEGAZPI CITY

- 1. M.A. in Biology Education
- 2. M.A. in Chemistry
- 3. M.A. in Chemistry Education
- 4. M.A. in Counselor Education
- 5. M.A. in Cultural Education
- 6. M.A. in Educational Leadership and Management
- 7. M.A. in English Education
- 8. M.A. in Filipino Education
- 9. M.A. in General Science Education
- 10. M.A. in Guidance and Counseling
- 11. M.A. in History Education
- 12. M.A. in Industrial Education, major in Instructional Technology
- 13. M.A. in Industrial Education, major in Technology and Livelihood Education
- 14. M.A. in Literature
- 15. M.A. in Mathematics Education
- 16. M.A. in Music Education
- 17. M.A. in Nursing/Master in Nursing
- 18. M.A. in Peace & Security Studies
- 19. M.A. in Physical Education
- 20. M.A. in Physics Education
- 21. M.A. in Pre-School Education
- 22. M.A. in Reading Education
- 23. M.A. in Social Studies Education
- 24. M.S. in Architecture
- 25. M.S. in Biology
- 26. M.S. in Sustainable Food Systems
- 27. Master in Cooperative Management
- 28. Master in Economics
- 29. Master in Entrepreneurship
- 30. Master in Entrepreneurship, major in Environmental Entrepreneurship
- 31. Master in Filipino
- 32. Master in Information System
- 33. Master in Local Government Management
- 34. Master in Management
- 35. Master in Management, major in Human Resource Management
- 36. Master in Music

#### **OPEN UNIVERSITY**

- 1. M.A. in Public Administration
- 2. Master in Management

#### JESSE M. ROBREDO INSTITUTE OF GOVERNANCE AND DEVELOPMENT

- 1. Master of Public Administration
- 2. Master of Public Administration, major in Health Emergency and Disaster Management
- 3. Master of Public Administration, major in Public Procurement

#### COLLEGE OF AGRICULTURE AND FORESTRY - GUINOBATAN, ALBAY

- 1. M.S. in Agriculture, major in Agricultural Education
- 2. M.S. in Agriculture, major in Agronomy
- 3. M.S. in Agriculture, major in Animal Science
- 4. M.S. in Biodiversity & Environmental Management
- 5. Master in Rural Development

#### TABACO CAMPUS - TABACO CITY

- 1. M.S. in Fisheries, major in Aquaculture
- 2. M.S. in Fisheries, major in Coastal Resource Management
- 3. M.S. in Fisheries Technology

#### POST-BACCALAUREATE PROGRAM

#### A. GRADUATE SCHOOL – MAIN CAMPUS. LEGAZPI CITY

- 1. Diploma in Agriculture
- 2. Diploma in Architecture
- 3. Diploma in Biology Education
- 4. Diploma in Chemistry Education
- 5. Diploma in Cooperative Management
- 6. Diploma in Cultural Education
- 7. Diploma in Earth Science Education
- 8. Diploma in Energy Technology
- 9. Diploma in English Education
- 10. Diploma in Entrepreneurship
- 11. Diploma in General Science Education
- 12. Diploma in Guidance and Counseling
- 13. Diploma in Human Resource Management
- 14. Diploma in Local Government Management
- 15. Diploma in Mathematics Education
- 16. Diploma in Music Education
- 17. Diploma in Physics Education
- 18. Diploma in Pre-School Education
- 19. Diploma in Reading Education
- 20. Diploma in in Teaching English as a Second Language
- 21. Diploma in Teaching Filipino
- 22. Diploma in Teaching History
- 23. Diploma in Teaching Social Studies
- 24. Diploma in Teaching Technology & Livelihood Education

#### **COLLEGE OF EDUCATION - DARAGA, ALBAY**

1. Certificate in College Teaching

#### **COLLEGE OF MEDICINE - LEGAZDI CITY**

- 1. Doctor of Medicine
- 2. Doctor of Medicine-Master of Public Administration

#### **BACCALAUREATE PROGRAM**

#### COLLEGE OF ARTS AND LETTERS - MAIN CAMPUS, LEGAZPI CITY

- 1. A.B. in Broadcasting
- 2. A.B. in English
- 3. A.B. in Journalism
- 4. A.B. in Speech and Theater Arts
- 5. B.A. in Communication
- 6. B.A. in English Language
- 7. B.A. in Literature
- 8. Bachelor of Performing Arts Theater

#### COLLEGE OF NURSING - MAIN CAMPUS, LEGAZPI CITY

1. B.S. in Nursing (Regular/Ladderized)

#### COLLEGE OF EDUCATION - DARAGA, ALBAY

- 1. Bachelor of Early Childhood Education
- 2. Bachelor of Culture and Arts Education

- 3. Bachelor of Elementary Education
- 4. Bachelor of Elementary Education, major in Pre-School Education
- 5. Bachelor of Secondary Education, major in Biological Science
- 6. Bachelor of Secondary Education, major in English
- 7. Bachelor of Secondary Education, major in Filipino
- 8. Bachelor of Secondary Education, major in Music, Arts and Physical Education
- 9. Bachelor of Secondary Education, major in Mathematics
- 10. Bachelor of Secondary Education, major in Physical Science
- 11. Bachelor of Secondary Education, major in Physics
- 12. Bachelor of Secondary Education, major in Science
- 13. Bachelor of Secondary Education, major in Social Studies
- 14. Bachelor of Secondary Education, major in Technology and Livelihood Education
- 15. Bachelor of Secondary Education, major in Values Education

#### COLLEGE OF SCIENCE - MAIN CAMPUS, LEGAZPI CITY

- 1. B.S. in Biology
- 2. B.S. in Chemistry
- 3. B.S. in Computer Science
- 4. B.S. in Information Technology
- 5. B.S. in Meteorology

#### INSTITUTE OF PHYSICAL EDUCATION, SPORTS AND RECREATION - LEGAZPI CITY

- 1. Bachelor of Physical Education, major in Sports and Wellness Management
- 2. B.S. in Exercise & Sports Sciences

#### COLLEGE OF ENGINEERING - EAST CAMPUS, LEGAZPI CITY

- 1. B.S. in Chemical Engineering
- 2. B.S. in Civil Engineering
- 3. B.S. in Electrical Engineering
- 4. B.S. in Geodetic Engineering
- 5. B.S. in Mechanical Engineering
- 6. B.S. in Mining Engineering

#### INSTITUTE OF ARCHITECTURE - EAST CAMPUS, LEGAZPI CITY

1. B.S. in Architecture

#### COLLEGE OF INDUSTRIAL TECHNOLOGY - EAST CAMPUS, LEGAZPI CITY

- 1. B.S. in Automotive Technology
- 2. B.S. in Civil Technology
- 3. B.S. in Electrical Technology
- 4. B.S. in Electronics Technology
- 5. B.S. in Food Technology
- 6. B.S. in Industrial Education, major in Drafting Technology
- 7. B.S. in Industrial Education, major in Electrical Technology
- 8. B.S. in Industrial Education, major in Food & Service Management
- 9. B.S. in Industrial Education, major in Garments, Fashion & Design
- 10. B.S. in Mechanical Technology
- 11. Bachelor in Industrial Design
- 12. Bachelor of Tech. Voc. Teacher Education, major in Drafting Technology
- 13. Bachelor of Tech. Voc. Teacher Education, major in Electrical Technology
- 14. Bachelor of Tech. Voc. Teacher Education, major in Food & Service Management
- 15. Bachelor of Tech. Voc. Teacher Education, major in Garments, Fashion & Design

#### COLLEGE OF BUSINESS, ECONOMICS AND MANAGEMENT - DARAGA CAMPUS, DARAGA, ALBAY

- 1. A.B. in Economics
- 2. B.S. in Accountancy/B.S. in Managerial Accounting
- 3. B.S. in Business Administration, major in Financial Management
- 4. B.S. in Business Administration, major in Human Resource Management
- 5. B.S. in Business Administration, major in Management
- 6. B.S. in Business Administration, major in Marketing Management
- 7. B.S. in Business Administration, major in Microfinance
- 8. B.S. in Business Administration, major in Operations Management
- 9. B.S. in Entrepreneurship

#### COLLEGE OF SOCIAL SCIENCES AND PHILOSOPHY - DARAGA CAMPUS, DARAGA, ALBAY

- 1. A.B. in Peace Studies
- 2. A.B. in Philosophy
- 3. A.B. in Political Science
- 4. A.B. in Sociology
- 5. B.S. in Psychology
- 6. B.S. in Social Work

#### COLLEGE OF AGRICULTURE AND FORESTRY - GUINOBATAN, ALBAY

- 1. B.S. in Agribusiness
- 2. B.S. in Agricultural & Biosystems Engineering
- 3. B.S. in Agricultural Engineering
- 4. B.S. in Agriculture, major in Animal Science
- 5. B.S. in Agriculture, major in Crop Science
- 6. B.S. in Agriculture, major in Agricultural Extension
- 7. B.S. in Forestry
- 8. Bachelor in Agricultural Technology (Ladderized)
- 9. Bachelor in Agricultural Technology, major in Agricultural Technology Education
- 10. Bachelor of Tech. Voc. Teacher Education, major in Animal Production
- 11. Bachelor of Tech. Voc. Teacher Education, major in Agricultural Crop Production

#### POLANGUI CAMPUS - POLANGUI, ALBAY

- 1. B.S. in Automotive Technology
- 2. B.S. in Computer Engineering
- 3. B.S. in Computer Science
- 4. B.S. in Electrical Technology
- 5. B.S. in Electronics Engineering
- 6. B.S. in Electronics Technology
- 7. B.S. in Entrepreneurship
- 8. B.S. in Food Technology
- 9. B.S. in Information System
- 10. B.S. in Information Technology
- 11. B.S. in Information Technology, major in Animation
- 12. B.S. in Mechanical Technology
- 13. B.S. in Nursing (Regular/Ladderized)
- 14. Bachelor of Elementary Education
- 15. Bachelor of Secondary Education, major in English
- 16. Bachelor of Secondary Education, major in Mathematics
- 17. Bachelor of Secondary Education, major in Technology and Livelihood Education

#### TABACO CAMPUS - TABACO CITY

- 1. B.S. in Entrepreneurship
- 2. B.S. in Fisheries
- 3. B.S. in Food Technology
- 4. B.S. in Nursing (Ladderized)
- 5. B.S. in Social Work
- 6. Bachelor of Secondary Education, major in Biological Science
- 7. Bachelor of Secondary Education, major in Mathematics
- 8. Bachelor of Secondary Education, major in Physical Science
- 9. Bachelor of Secondary Education, major in Science

#### GUBAT CAMPUS - GUBAT, SORSOGON

- 1. A.B. in Peace Studies
- 2. B.S. in Business Administration, major in Microfinance
- 3. B.S. in Computer Science
- 4. B.S. in Entrepreneurship
- 5. Bachelor in Agricultural Technology (Ladderized)
- 6. Bachelor of Elementary Education
- 7. Bachelor of Secondary Education, major in English
- 8. Bachelor of Secondary Education, major in Filipino
- 9. Bachelor of Secondary Education, major in Physics
- 10. Bachelor of Secondary Education, major in Social Studies

### VISION, MISSION AND OBJECTIVES OF THE UNIVERSITY REGISTRAR'S OFFICE

#### **VISION**

The University Registrar's Office envisions itself as a serviceoriented unit of the University that puts premium on security, authenticity, accuracy and uphold the integrity and confidentiality of academic records of students.

#### **MISSION**

The University Registrar's Office serves as repository of the academic records of students, takes charge of registration and graduation and the issuance of official scholastic documents of students.

#### **OBJECTIVES**

- 1. Maintain safe, systematic and orderly record keeping of all students scholastic records;
- 2. Provides the University, the Commission on Higher Education (CHED), the Professional Regulation Commission (PRC) and other requesting agencies with updated and accurate reports on enrollment, graduates and other data/information requested from the Office;
- Deliver quality service to clientele with efficiency, maximum accuracy, cordiality; and
- 4. Upgrades and enhances the professional skills, competence and knowledge of the Office personnel through relevant in-service trainings.

# STANDARD OPERATING PROCEDURES IN APPLYING FOR ACADEMIC RECORDS/ CREDENTIALS/DOCUMENTS

- Request/Application for re-issuance of a lost Diploma must be accompanied with an Affidavit of Loss and Official Receipt of Payment. If request for re-issuance is due to change or correction of name, it must be accompanied with a clear copy of Birth Certificate issued by the Philippine Statistics Authority (PSA) and an Affidavit attesting that the person using the previous name and shall be using the new name is one and the same person.
- 2. Application for OTR, Certification, Honorable Dismissal and other related documents and/or other credentials must be accompanied with the Student's Clearance, Official Receipt of Payment and two (2) sets of Documentary Stamp for each credential and 2 pieces 2"x2" latest photo. Such application must be filed only during office hours.
- 3. Application for Certification, Authentication & Verification (CAV) for the Department of Foreign Affairs (DFA) purposes must be accompanied with the original documents (OTR, Diploma, RLE, Cert., etc.), 3 sets of clear copied documents, Official Receipt of Payment and two (2) sets of Documentary Stamp.
- 4. OTR, Certification and other related documents/credentials applied for by the interested party may be claimed within the prescribed period based from the Citizen Charter.
- 5. Authentication of photocopied documents shall be done upon presentation of the original document together with the receipt of payment for authentication fee. This shall be done at the Office of the University Registrar by any of the following: the University Registrar or the Administrative Officer V. The said document must bear the University dry seal.
- 6. The aforementioned documents must be claimed personally by the requesting student. If claims are done through a representative, a power of attorney or/and authorization letter must be presented with a valid Identification (ID) card with picture of both the claimant and his/her representative.

#### **VALIDITY OF RECORDS**

- The OTR is valid only when it bears the University seal and duly signed in ink by the University Registrar or her representative.
- 2. Likewise, the Diploma is valid and authentic only when it bears the University seal duly signed by the College Dean, the University Registrar and the University President.
- 3. Any erasure or alteration made on the aforementioned documents renders the document null and void.
- 4. Documentary stamps must be affixed on all OTR, Certification, and other related documents pursuant to R.A. 8424, otherwise known as the Tax Code of 1997, as amended.

## VISION, MISSION, AND QUALITY POLICY OF BICOL UNIVERSITY

#### **VISION**

A World-Class University Producing Leaders and Change Agents for Social Transformation and Development.

#### **MISSION**

The Bicol University shall give professional and technical training, and provide advanced and specialized instruction in literature, philosophy, the sciences and arts, besides providing for the promotion of technological researches (RA 5521, Sec.3.0).

#### **QUALITY POLICY**

Bicol University commits to continually strive for excellence in instruction, research, and extension by meeting the highest level of clientele satisfaction and adhering to quality standards and applicable statutory and regulatory requirements.