

**CLARO M. RECTO**  
ACADEMY OF ADVANCED STUDIES



## **LYCEUM OF THE PHILIPPINES UNIVERSITY**

The Claro M. Recto Academy of Advance Studies  
Graduate School

# **2024 Student Handbook**

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## **STATEMENT OF EDUCATIONAL PHILOSOPHY, VISION, MISSION, CORE VALUES AND HISTORY OF THE LYCEUM OF THE PHILIPPINES UNIVERSITY AND THE CLARO M. RECTO ACADEMY OF ADVANCED STUDIES (CMR-AAS)**

### **EDUCATIONAL PHILOSOPHY**

Lyceum of the Philippines University (LPU), an institution of higher learning, inspired by the ideas of Philippine President Jose P. Laurel, is committed to the advancement of his philosophy and values: “Veritas et Fortitudo” (truth and fortitude) and “Pro Deo et Patria” (for God and Country).

### **VISION**

An internationally accredited university dedicated to innovation and excellence in the service of God and country.

### **MISSION**

Lyceum of the Philippines University (LPU), espousing the ideals of Jose P. Laurel, is committed to the following mission:

1. Advance and preserve knowledge by undertaking research and disseminating and utilizing the results. - RESEARCH
2. Provide necessary knowledge and skills to meet entrepreneurial development and the managerial requirements of the industry-INSTRUCTION
3. Provide equitable access to learning through relevant, innovative, industry-based and environment-conscious programs and services in the context of nationalism and internationalism. - INSTRUCTION and QUALITY SERVICES
4. Establish local and international linkages that will be the source of learning and growth of the members of the academic community. - INSTRUCTION and INSTITUTIONAL DEVELOPMENT
5. Support a sustainable community extension program and be a catalyst for social transformation and custodian of Filipino culture and heritage. COMMUNITY EXTENSION
6. Build a community of God-centered, nationalistic, environment-conscious and globally competitive professionals with wholesome values and attitudes- PROFESSIONALISM AND VALUES.

## CORE VALUES

**L** - Love of God

**J** - Justice

**P** - Professional Integrity

**N** - Nationalism

**P** - Perseverance

**U** - Unity

**L** - Leadership

## HISTORY OF LYCEUM OF THE PHILIPPINES UNIVERSITY

The Lyceum of the Philippines University acknowledges the legacy of its founder, Dr. Jose P. Laurel, lawyer, legislator, constitutionalist, jurist, writer, scholar, statesman, philosopher, and above all, an educator.

Teaching was his great love, and concern for education his abiding passion. A graduate of the University of the Philippines College of Law, the *Escuela de Derecho*, Yale University and the University of Sto. Tomas, his credentials as an educator were unassailable. Dr. Laurel wrote extensively on education, and in spite of his many commitments, managed to teach in several schools in Manila.

During the dark days of the nation's history, while carrying the burden of wartime leadership, he introduced educational policies that emphasized and upheld the national character. After World War II, as senator, he authored the law creating the National Education Board and with Senator Claro M. Recto, sponsored the Rizal Law.

The idea for a school came to him in the early 1920's while he was at Yale. It was only three decades later when, with close friends, he was able to fulfill his dream of founding an institution that would become a center of learning in the Philippines and in the Far East. On July 7, 1952, Lyceum opened its doors to its first students.

Laurel's admiration for the great seats of learning and his appreciation for classical thought inspired him to name it Lyceum, after *Lykeio*, the grove in ancient Athens where Aristotle searched for truth and wisdom. The school's motto, *Veritas et Fortitudo* – courage and unyielding resolution in the quest for truth – reflects Dr. Laurel's belief in the value of learning and his enduring devotion to the pursuit of academic excellence.

## VISION OF CMR-AAS

An internationally recognized center for professional advancement and knowledge generation towards shaping sustainable communities.

## **MISSION OF CMR-AAS**

1. Optimize human and material resources advancing life-long learning for sustained development;
2. Promote innovation in knowledge generation, transfer and use in the 4<sup>th</sup> Industrial Revolution (4IR) era;
3. Enable communities in working out solutions to complex issues within the context of a learning environment.

## **HISTORY OF CMR-AAS**

The Graduate School was formally opened in the School Year of 1953-1954 with course offerings leading to Masters Degrees in Law, Political Science, and History, with Dr. Jose P. Laurel as the first Dean. Dr. Benico Catapusan succeeded Dr. Laurel in 1960 as Director of the Graduate School.

The Graduate School was re-named the Claro M. Recto Academy of Advanced Studies in 1962, in honor of the late Senator Claro M. Recto.

The start of the School Year 1967-1968 saw the CMR-AAS offering additional subjects in Advanced Marketing and Statistics, Law, Education, and English.

The CMR-AAS expanded its facilities and academic staff in 1971 to keep up with an increase in student enrollment and started new program offerings in the Master of Arts in Filipino and the Master in Business Administration.

The Master of Arts in Public Administration was added to its program of offerings in 1973. Success in the Manila campus encouraged Management to set up the Graduate School in the Lyceum of Batangas in the same year.

A doctoral program, Ph.D. in Fiscal Studies, was introduced in 1992. The second doctoral program, Ph.D. in Public policies and Management was approved in 1993.

In 2024, the CMR-AAS offers 7 doctorate programs and 10 master programs

The Claro M. Recto Academy of Advanced Studies was granted the PACUCOA Level IV Formal Accredited Status for MBA and MPA programs in 2024.

The CMR-AAS continues to vigorously conform to the Mission and Vision of LPU.

## THE GRADUATE PROGRAMS

### Master Degree Programs

- Academic Track Program
  - Master of Arts in Education
    - Major: Educational Management
    - Guidance and Counseling
    - Teaching Arts
    - Cultural Education
    - Indigenous Education
  - Master of Arts in Foreign Service
  - Master of Arts in Communication
  - Master in Business Administration
  - Master in Public Administration
  - Master in International Hospitality Management
  - Master in International Tourism Management
  - Master in Customs Administration and Supply Chain
  - Master in Information Technology
- Research Track Programs
  - Master in Indigenous Studies
- Professional Track Programs
  - Master in Business Administration
    - Specialization: People Management
    - Quality Management
    - International Trade



- Master in Public Administration  
Specialization: Taxation  
Quality Management  
Dispute Resolution
- Master in Customs Administration and Supply Chain  
Specialization: Import & Export  
Logistics Management
- Master in International Hospitality Management  
Specialization: Culinary Arts

### **Doctorate Degree Programs**

- Ph.D. in Public Policy and Management
- Ph.D. in Fiscal Management
- Ph.D. in Business Management
- Ph.D. in International Hospitality Management
- Ph.D. in International Tourism Management
- Ph.D. in English Language
- Ph.D. in School Management

## Program Descriptions

1. ***Master of Arts in Education (Educational Management)***: The program prepares students to assume Managerial positions in the school system. The principles and techniques of all aspects of school management in a globalized environment are studied comprehensively.
2. ***Master of Arts in Education (Guidance and Counseling)***: The program presents the principles, tools, and techniques of guidance under varying and changing school environment and clients with the end view of producing counselors who are attuned and sensitive to the needs of students within globalizing and internationalizing environment.
3. ***Master of Arts in Education (Teaching Arts)***: The program is designed to bridge the gap between theory and practice, helping students develop instructional skills appropriate for a broad range of ages and abilities. The program reflects a professional art school's commitment to mastery of art content.
4. ***Master of Arts in Education (Cultural Education)***: The program encourages students to explore education as a deeply social, cultural, political, and moral activity. Coursework introduces students to research, theory, and conceptual frameworks that underlie a broad range of educational practices in and out of school, providing opportunities to explore how education, broadly conceived, is shaped by the dynamic and changing structures of society, culture, and political economy in the contemporary world.
5. ***Master of Arts in Education (Indigenous Education)***: The program is designed to enable students to acquire deeper understanding of indigenous thought, indigenous pedagogy in the teaching- learning environment. Students of this program will be honed in approaches that will strengthen their cultural competence in dealing with indigenous communities and issues that affect the latter's wellbeing. Indigenous communities will serve as learning arenas with indigenous elders as resource persons from which learning materials will be drawn. Impetus will also be given to the teaching of the mother tongue being a tool for transmitting culture. Students will endeavor to address this growing need to make classroom education more engaging, meaningful and relevant to all learners.

6. ***Master of Arts in Foreign Service:*** The program is designed to enhance the knowledge, skills, and attitudes of students intending to work in International Relations, particularly in the areas of government, international organizations, business, and the academe.
7. ***Master of Arts in Communication:*** The program will develop students' professional and intellectual skills to enable them to be appropriately prepared for a career in public relations, corporate communication, the media or consultancy related to the creative industries. Its purpose is also to develop students' skills and independent learning ability to enable them to extend their personal development.
8. ***Master in International Hospitality Management:*** The program provides background every graduate student will need in today's rapidly changing global marketplace. It prepares students to plan, develop, market and manage hospitality sector businesses and interrelated business organizations in local and international arena. It gives students a solid foundation for understanding and managing cultural diversity in the workplace, and underscores the importance of protocol in international interactions.
9. ***Master in International Tourism Management:*** The program will train professionals and managers who lead projects in the tourism sector to become more efficient in making decisions within dynamic, global sector and to take advantage of the impact of new technologies.
10. ***Master in Business Administration:*** The program is intended for the development of a generalist business manager, with the expertise in the functional areas of Finance, Marketing, Production, and Human Resources.
11. ***Master in Public Administration:*** The program presents principles and techniques, personnel administration, and fiscal planning involved in the management of public organizations/agencies are studied and discussed, with emphasis on problem solving towards the provision of quality public service, sensitive expertise, and compassionate corrupt-free leadership in government.
12. ***Master in Customs Administration and Supply Chain:*** The program aims to qualify individuals from a variety of backgrounds, including Customs and other

public sector agencies and businesses involved in cross border trade, to apply advanced knowledge and skills in a range of professional Customs Administration contexts. The program integrates technical skills with specialized customs administration theory and practice, and serves as a pathway to further learning.

13. **Master in Information Technology:** This course is designed to provide students with appropriate practical understanding, skills and knowledge for managing IT use, change and development. The primary aim is to allow IT professionals the opportunity for professional upgrading or an extension of their qualifications and experience.
14. **Master in Indigenous Studies:** The program is centered on the foundations of critical thought on indigenous knowledge, systems and practices and their ramifications. The pursuit of social justice for indigenous communities often times beset by discrimination, aggressive developments that have led to their marginalization find prominence in the program. MIS also focuses strongly on discourses that led to the recolonization of indigenous peoples. Discourses on social inclusivity as a Sustainable Development Goal (SDG) provision will be obtained through mastery of cultural competence drawn from “hands on” participatory research done with indigenous peoples in their own settings.
15. **Ph.D. in Public Policy and Management:** The program is designed to hone the leader in the study of the science and art of government of nations and their different components: the process and procedures of governance; skills and techniques of research as basis for the formulation and implementation of public policy; and the many other issues arising in public management. Issues peculiar to Philippine Public Policies and Management shall serve as the starting point for student-teacher interactions.
16. **Ph.D. in Fiscal Management:** The program provides specialized training and preparation for those either are already in government service or are just planning to join. The course program covers, deficit financing, and all other accountabilities and responsibilities related to maximal efficiency and affectivity of the management of public finances for the greater good.
17. **Ph.D. in Business Management:** The program is to enable working professionals with already an advanced degree to develop themselves in deeper and more concentrated areas of management theory so as to become knowledgeable in the literature and practice of management, to enhance

comprehension of human behavior in organizations, to build an understanding of industrial organization and organization theory, to build an understanding of organization strategy and firm performance and develop knowledge and skills in research methodologies.

18. ***Ph.D. in International Hospitality Management*** The program supports students in developing a broad range of professional, technical and transferable skills required by the industry. Students will gain the theoretical background, skills and experiences to become a successful leader in the hospitality industry.
19. ***Ph.D. in International Tourism Management*** The program will help students to understand and critically evaluate ideas at the cutting edge of tourism research alongside research skills that will enable you to predict and evaluate the changing business environment within a tourism context.
20. ***Ph.D. in English Language*** The program provides scholarly and pedagogical training for the merging intellectual leaders and stewards of the English language. In this program, English and non-English language teachers will be carefully trained and mentored in the theories and methods of language teaching and research to develop skills relevant to their chosen field and specialization and to enable them to undertake a complete research project that will make substantial contribution to the field of language.
21. ***Ph.D. in School Management*** The program looks into the operation and administrative side of the school that enables sound business sustainability of the school. It also tackles standard business operation routines in schools but with deep review and discussion of its critical and unique operational models in people management, quality controls and metrics, product development, financial controls and opportunities, and organizational management.

## **ADMISSION REQUIREMENTS AND ENROLMENT PROCEDURES**

### **Master Degree Admission Procedure**

1. Submit the required Documents required for admission by the office of the university registrar, letter of intent indicating purpose and program applying for and anticipated research filed of investigation, and 2 industry recommendation letters to attest readiness and professional experience of more than 1 year.
2. Initial document review of the Graduate school office of the Dean
  - Those who passed document review, proceed to # 3
  - Those with lacking document review requirements would not be allowed or qualified to enroll in the said application period.
3. Applicant endorsed by Graduate School for admission processing proceed at the Registrar's office to complete necessary forms and submission of the original required documents. Along with completion of admission process.
4. The student registers the subjects advised by the Dean or a designated enrolment adviser.
5. Settle the assessed tuition fee at the Cashier's office

Should the applicant be allowed by the Registrar's Office to enroll with incomplete required documents, the missing documents must be submitted within the following trimestral. If not submitted, the applicant is not allowed to enroll the succeeding trimestral and subject/s taken previously will not be officially credited.

Enrolled applicants will be notified as to the date and time of classes.

### **Doctorate Degree Admission Procedure**

1. Submit the required Documents required for admission by the office of the university registrar, letter of intent indicating purpose and program applying for and anticipated research filed of investigation, and 2 industry recommendation letters to attest readiness and professional experience. Applicants for admission to the Ph.D. programs must have a Master Degree in any discipline from a recognized higher educational institution.

2. Initial document review of the Graduate school office of the Dean
  - Those who passed document review, proceed to # 3
  - Those who with lacking document review requirements would not be allowed or qualified to enroll in the said application period.
3. Applicant endorsed by Graduate School for admission processing proceed at the Registrar's office to complete necessary forms and submission of the original required documents. Along with completion of admission process.
4. The student registers the subjects advised by the Dean or a designated enrolment adviser.
5. Settle the assessed tuition fee at the Cashier's office

### **Admission of Transferees**

1. A maximum of 9 units credit shall be given for courses taken in the previous school within the last three (3) years from the date of application to LPU for those which are in the LPU curriculum, specially:
  - 1.1. Basic subjects: Methods of Research, Statistics and Foundation courses maximum nine (9) units with a grade not lower than 1.50
  - 1.2. Or any two (2) 3–unit subjects for Majors or Cognates courses maximum of six (6) units with a grade not lower than 1.50

### **Admission Requirements for Change/Conversion of Status from Temporary Visitor to Foreign Student Visa (under Section 9 (f) of the PIA of 1940, as amended)**

1. Written endorsement from the school for the conversion of applicant's status to student on the school's official stationary signed by the school's Registrar and stamped with the school's official dry seal;
2. Original copy of Notice of Acceptance (NOA) containing a clear impression of the school's official dry seal;
3. Original copy of the Certificate of Eligibility for Admission (CEA) issued by the Commission on Higher Education (CHED) for Medicine and Dentistry students;
4. Proof of adequate financial support to cover expenses for the student's accommodation and subsistence, as well as school dues and other incidental expenses;

5. Scholastic records duly authenticated by the Philippine Foreign Service Post located in the student's country of origin or legal residence;
6. Police Clearance Certificate issued by the National Police Authorities in the student's country of origin or residence duly authenticated by the Philippine Foreign Service Post having consular jurisdiction over the place for a student who resided in the Philippines for less than 59 days.

However, for students who resided in the Philippines for more than 59 days at the time he applies for the said change/conversion of his admission status to that of a student, he shall also be required to submit the National Bureau of Investigation (NBI) clearance.

7. Quarantine Medical Clearance Certificate by the national Quarantine Office;
8. Copy of the student's Personal History Statement signed by the student with a 2x2 in photograph recently taken;
9. Photocopy of the photo, data and stamp of the latest arrival pages of the passport of the student. The passport itself shall be presented to this Office for verification.

### **Credit of a Second Degree**

1. Students who already have a graduate degree and would like to work for a degree in another field, of the same level either Master or Doctorate are welcome to the CMR-AAS, provided that:
  - 1.3. Only basic subjects, per CHED ruling, can be credited to the second degree program applied for, with maximum of none (9) units with a grade not lower than 1.50
  - 1.1. All major and cognate subjects already credited for the first degree cannot be credited for the second degree under consideration and, therefore, must be duly enrolled for.

### **Credit of a Continuing Higher Degree**

1. Students who already have a Master degree earned in CMR-AAS and would like to work for a higher degree in a Doctorate degree are welcome to the CMR-AAS, provided that:



- 1.4. Only basic subjects of the Master degree, per CHED ruling, can be credited for the doctorate degree program applied for with maximum of none (9) units only with a grade not lower than 1.50
- 1.1. All major and cognate subjects already credited for the first degree cannot be credited for the second degree under consideration and, therefore, must be duly enrolled for.

### **Leave of Absence**

1. Any graduate student may file for a leave of absence from the graduate school, stating therein his reason, the projected length of his leave, and his projected return.
2. If the graduate student has completed and earned at least fifty (50) per cent of his/her academic units before going on leave, he/she may be allowed to return within two (2) years after his/her last attendance or filling of leave of absence, whichever is earlier, and continue his/her graduate studies.
3. Completion of less than 50% of academic units when filing for a leave of absence from the graduate school, requires the student to return within one (1) year after approval of leave, to be allowed to continue from where he/she has taken off.
4. Program Residence requirements supersedes this rule.
5. If the candidate has failed to return within the duration of the prescribed Leave of absence. The candidate is, however, may need to enroll a maximum six (6) units in refresher course, as advised by the Dean, to fulfill residence requirements, until completion of the other requirements can continue.

### **Readmission (Returning Student)**

All students who have not registered for at least one trimester will need to apply for re-admission at least two (2) weeks prior to the semester in which they expect to enroll.

- Process the re-admission form
- Present re-admission at the Graduate School office for enrollment
- Present re-admission at the Cashier's Office for payment of tuition fees

### **Residency**

Students who have no course(s) to take and need to continue its student status as active for purposes of visa, research, completion, or pre-requisite

compliance. Shall enroll residency per term till such time that regular course enrollment is resumed. Residency retains the access and benefits of the student services available in campus.

#### **On Additional Cognate Courses for the Same Master or Doctorate Degree Taken at the CMR-AAS**

1. Students who desire to have additional cognate courses in the same master or doctorate program are allowed to take the courses for the second major/specialization and be recognized for it in his/her Transcript of Records and Diploma.
2. Only a maximum of 6 units is allowed for additional cognate courses.
3. No additional degree is granted.

#### **Case/Capstone/Thesis/Dissertation Research Residency**

1. Students who did not apply and completed their Final Oral Defense Examination on the term of enrolling Research writing is required to enroll Research Residency to be able to apply for Final Oral Defense
2. After completing the Final Oral Defense Examination a student is given a maximum of 1 trimester to finish all revisions, secure panel approval, and submit completed research to the Graduate School.
3. Students who did not submit the completed research document to the Graduate school within the prescribed maximum of 1 trimester will be required to enroll Research Residency in order to be able to process their completion clearance.

#### **Scholarship and Other Benefits**

1. Baccalaureate Honor Graduates are entitled to entrance free tuition for the first term in the CMR-AAS.
2. Fifteen percent (15%) discount on tuition per unit cost for Alumni and Government Employees.

## INSTRUCTION POLICIES

### **Academic Load**

All full-time student may enroll nine (9) units as a maximum load in a trimester.

### **Class Attendance**

A graduate school student is allowed a maximum of ten (10) course hours of absence for a three-unit course without being declared FDA. The student is held responsible for the lectures and assignments given during his/her absence.

Graduate students are expected to be independent learners. As such, alternative mode of delivery maybe considered whenever applicable, to achieve the object of the course program. Alternative modes maybe in the form of learning contract, e-learning, among others – provided that such modes are acceptable to both the professor and the students.

### **Basic Requirements of an Academic Course**

A graduate student enrolled in a chosen program must comply with the following requirements:

1. Term paper/s, reaction papers, project papers, case analyses, research critiques, etc. as required in the course syllabus.
2. Selected readings prescribed by the professor and reports on negotiated topics.
3. Final Examination

### **Credit for Course Taken in Other Institutions or within the same Institution**

A course taken in other recognized institutions or the same institution may be credited, subject to the following conditions:

1. The student presents and submits his/her official transcript of records reflecting the course(s) to be credited.
2. The course(s) taken being applied for credit is/are equivalent to the course(s) in the graduate programs of CMR-AAS (as evidenced by the pertinent course

descriptions and/or course syllabi from both institutions with no grade lower than 1.50).

3. A validation test may be required to determine the student's performance or mastery level in particular subjects taken in other institutions.

### **Program Residence Requirements**

#### **1. Minimum Program Residence**

The residence requirements for graduation for the master's and doctoral degrees excluding units for thesis and dissertation, shall be at least two (2) consecutive trimesters or the equivalent of twelve (12) units for the master's degree and eighteen (18) for the doctorate degree (MEC Order. 7, s. 1982)

In case a student intends to stop for two (2) consecutive trimesters, he/she files formal leave of absence with the Graduate School Office.

#### **2. Maximum Program Residence**

The residence requirements for master and doctorate degree is a maximum of five (5) years or fifteen (15) trimesters. After which can no longer continue in the program. A one (1) year or three (3) trimesters residence extension can be accorded by the Dean, only if student has already completed all Basic courses and Major courses. This will be on case to case merit basis with a maximum of two (2) extensions only.

### **Examination and Grading System**

The Graduate School Office shall make a formal announcement of the examination dates ahead of the schedule to allow time for student to pay his/her school fees.

#### **1. Special Examinations**

Special examinations are granted for meritorious reasons or circumstances beyond the control of the student.

#### **2. Grading System**

The performance of graduate students in all academic requirements, are evaluated and graded according to the following system:

<b>MASTER'S PROGRAM GRADING SYSTEM</b>		
<b>Numerical Grade</b>	<b>Percentage Equivalent</b>	<b>Master's Program Cut-off/ Description</b>
1.00	97 to 100%	Outstanding
1.25	94 to 96%	Highly Satisfactory
1.50	91 to 93%	Very Satisfactory
1.75	88 to 90%	Satisfactory
2.00	85 to 87%	Passing
5.00	Below 85	No Credit/Failed
<b>OTHER MARKS</b>		
INC	Incomplete Grades	
FDA	Failed Due to Absences	
NA	Never Appeared	
DRP	Officially Dropped	

<b>DOCTORATE PROGRAM GRADING SYSTEM</b>		
<b>Numerical Grade</b>	<b>Percentage Equivalent</b>	<b>Doctorate Program Cut-off/ Description</b>
1.00	97 to 100%	Outstanding
1.25	94 to 96%	Very Satisfactory
1.50	91 to 93%	Satisfactory
1.75	88 to 90%	Passing
5.00	Below 88	No Credit/Failed
<b>OTHER MARKS</b>		
INC	Incomplete Grades	
FDA	Failed Due to Absences	
NA	Never Appeared	
DRP	Officially Dropped	

INC — Incomplete due to lack of a paper requirement or the FINAL examination. This INC grade can be given only if the student is passing in all other requirements.

Any student who receives a grade of Incomplete (INC) for any credit subject, must complete the same within 3 trimester which the INC grade was incurred.

Inability to complete the requirements during the grace period shall automatically convert the incomplete grade (INC) into Failure, with exception for Case/Capstone/Thesis/Dissertation subject which will lead to a “-“ no credit grade and have to enroll Research extension.

### **Retention Policy**

A student who obtains a failing grade (5.00, FDA, NA) in two (2) courses is ineligible for re-enrollment in the graduate program.

## **TIME FRAME FOR GRADUATE SCHOOL WORK**

### **Master Degree time frame**

A master degree requires forty-five (42) / thirty-nine (39) / thirty-six (36) units. Ideally a full-time student is expected to finish the academic units in five (5) trimesters and thesis writing in two (2) trimesters. But at the longest, a master degree student should be able to complete his/her studies within five (5) years.

### **Doctorate Degree time frame**

A doctorate degree requires forty-eight (48) / forty-five (45) units. Ideally, a full-time doctoral student is expected to finish the academic units in six (6) trimesters and the dissertation writing in two (2) trimesters at the very least. But at the longest, a doctorate degree student should be able to complete his/her studies within five (5) years.

### **Comprehensive Examinations**

1. A graduate student who passed the comprehensive examination is eligible to enroll in Thesis Writing/Dissertation Writing/Capstone Project Writing or Case Project Writing.
2. The Comprehensive Examination is a set of examinations, formulated by assigned faculty members, intended to measure the grasp by the graduate student of the knowledge expected of him by the program he/she is enrolled in.
3. The Comprehensive Examination is composed of examination questions formulated by assigned faculty members from three categories of courses taken from three (3) randomly chosen Major courses. And is to be taken in one seating with a maximum of 3 hours.
4. A graduate student is allowed to be scheduled for the Comprehensive Examination, if he/she has taken and passed the requirements of all Basic courses and all Major courses required by the program enrolled and for

Doctorate program an additional requirement of has already complied with the Publication course requirement.

5. A passing grade in the Comprehensive Examination of at least 2.0 for a master candidate and 1.75 for a doctorate, makes the student concerned eligible to enroll for his/her Thesis Writing/Dissertation Writing/Capstone Project Writing or Case Project Writing.
6. A student with one (1) failing grade for the first time in one (1) of the course components of the Comprehensive Examination may be allowed to re-take the examination for the failed component only.
7. Failure in the said one (1) comprehensive examination course, a second time around, will require the student to re-enroll in the courses concerned as defined in the said comprehensive exam.
8. The student shall be allowed to re-take the Comprehensive Examination en toto after passing his/her refresher course.
9. A failing grade in 2 out of 3 course components will automatically fail the student in the whole Comprehensive Examination. This requires the student to take the whole Comprehensive Examination for the second time.
10. A graduate student caught cheating in his/her comprehensive examination is an automatic failed grade in all course components in the comprehensive exam. This requires the student to take the whole Comprehensive Examination for the second time.
11. Failure in this second re-take of the comprehensive examination disqualifies such student for the degree he/she is aspiring for and can no longer continue in the program.
12. A disqualified graduate student from candidacy for the degree caused by repeated failures in the Comprehensive Examination may be given, upon request, a Certificate of Completion for subjects taken as reflected in his/her Transcript of Records (TOR).



## **PROCEDURES FOR THE COMPLIANCE WITH THE RESEARCH REQUIREMENTS FOR GRADUATE DEGREES**

### **The Thesis/Dissertation/Capstone Project/Case Project Research**

1. The Dissertation is required for all the Doctorate programs (3 units proposal & 9 units writing).
2. The Thesis is required for all the Academic track Master degree (3 units proposal & 3 units writing).
3. The Capstone Project is required for Academic track IT Master degree (3 units proposal & 3 units writing).
4. The Case Project is required for Professional track Master degree (3 units writing).

### **Thesis/Dissertation/Capstone Project Research Proposal**

1. The student should have passed all Basic and Major courses in order to be able to enroll in research proposal.
2. The Students are assigned in small group class and assigned a class research adviser.
3. Each student is required to attend all prescribed class activity and consultancy set by the research adviser.
4. The student is expected to complete his /her full research proposal following the prescribed format of the CMR-AAS within the class term.
5. The student will get a failed grade if the said requirements has not been met and will have to retake research proposal course.
6. The final requirement of the course is completing the proposal peer review. An INC grade will be given by the adviser if proposal peer review has not been completed within the term of enrollment. On condition student is in good standing on other requirements of research proposal course.

7. The student with INC grade follows the completion process to comply with the final proposal peer review requirement.
8. After the subsequent consultations with the research adviser, the student completes the final research direction, include all the requirements of the proposal defense panel, write the compliance reports namely the final Statement of the Problem Table and the Panel Revision Matrix Table to be submitted to the Graduate School.
9. The student is given a maximum completion period of 3 terms, including the term research proposal was enrolled. Having not completed all requirements will automatically get a Failed grade and need to enroll again research proposal course.

### **Thesis/Dissertation/Capstone Project/Case Project Research Writing**

This research study must be an original contribution to the existing body of knowledge in the student's field of specialization.

The following steps and procedures must be followed by students.

1. After passing the comprehensive examination, a student who is enrolled in the master or doctorate programs will have his remaining residence year to write his/ her research. After the time limit, a student shall be required residence extension from the Dean. Residence extension rules apply.
2. Only graduate students who passed the Comprehensive Examination and the Research proposal (3 units) shall be eligible to enroll for the research writing course (3 units for Master /9 units for Doctorate).
3. The research topic shall be the approved topic and scope during the proposal defense. Said topic and its full draft paper duly endorsed by the research adviser has to be submitted to the Graduate School office as a requirement for enrollment in research writing.
4. The research adviser shall guide the student through the successful completion of data gathering and write-up of findings up to the conclusion of the study. Regular reports of such progress shall be given to the Dean until the student can be scheduled for the final oral defense of his/her research, upon recommendation of the appointed adviser. (Note: contract of understanding

- with the adviser ends after the lapse of one (1) school year or three (3) semesters. The student may request for renewal or reappointment.
5. After the subsequent consultations with the research adviser, the student completes the research, write the research manuscript, submits it for evaluation and approval to the adviser, gets it edited, and prepares the copy in accordance with universally accepted standards and the guidelines for the format and presentation of thesis and dissertation set by the Graduate School.
  6. The student presents the completed research in a research peer reviewed convocation with completed proceedings publication and certificate of presentation.
  7. The Graduate School shall post for application period for Final Oral Defense. The Student to qualify should have completed the final version of the research manuscript, the approval and endorsement of the adviser to process to final oral defense, the copy of the certificate of presentation and the copy of the proceeding of publication indicating the research title has been presented and published in a research peer reviewed convocation.
  8. The Graduate School Office will set the schedule for Final Oral Defense Examination or as agreed upon by the panel of examiners.
  9. During the conduct of the Final Oral Defense Examination:
    - a. The need to secure the unanimous acceptance of the defense proper to be able to proceed.
    - b. If at least one (1) or more panel objects and did not accept the defense provided by the student. The Defense is declared Deferred. And the student shall undergo another schedule deferred defense with the same panel once the critical concerns has been corrected by the student.
    - c. The student who fails in the deferred defense can no longer continue in the program.
  10. Evaluations and agreement by the panel, which includes the GS Dean, shall be incorporated by the candidate into the final manuscript. The Panel Revision Matrix should be written and provided alongside the final manuscript when submitting to the panel for final approval review.
  11. After endorsement by the adviser the student seeks to secure the final approval of the panel of the final manuscript. Once all panel has approved final manuscript that is the time can apply for clearance with the Graduate School
  12. The student submits the final copy of thesis/dissertation to the Graduate School office for signature by the panel of examiners and by the Dean. Submission

shall be in digital ebook format along with the raw data sets used in the research.

## Process of Peer Review/ Defense Examination

### 1. The Proposal Peer Review

The GS Dean appoints one technical peer reviewer for the proposal peer review, and schedules date of peer review.

The candidate shall submit to the Graduate School the complete research proposal documents (Cover page, Partial Abstract, Chapter 1 to 3, references, Appendixes: Question guides, secondary data sources, and Curriculum Vitae.) and the endorsement of the research adviser that the candidate is ready for proposal peer review.

Technical peer reviewer must independently decide whether the research proposal meet the scholarly standards for the discipline and degree in form and content. This process is done asynchronously for 5 consecutive days, where the peer reviewer can request additional supplements or clarifications during the duration of the 4 days, with the 5<sup>th</sup> day will be the posting of the final decision of the reviewer.

The reviewer questions, additional instructional requirements, and scores the evaluation result are recorded on the platform used in the conduct of the proposal peer review.

A research proposal document that requires revisions that include typographical or grammatical errors; errors in calculation, labels for tables, nomenclature, and bibliographic form; and the need for minor clarifications with minor additional modifications of content. The research direction can be declared **Acceptable** by the reviewer. Hence can proceed to Research Writing.

A research proposal document that requires revisions that include, for example, faulty conceptualization, inappropriate or faulty use of research methodology, misinterpretation or misuse of data, neglect of relevant material, illogical argument, unfounded deductions and claims, seriously flawed writing and

presentation, and failure to engage the scholarly context. The need for the rewriting of substantial portions of the research. As a rule of thumb, revisions requiring more than two weeks to complete is unacceptable. The proposal document will be declared **Unacceptable** by the panel. Hence led to a Failed evaluation and need to apply for proposal peer review again and repeat the whole process.

The technical peer reviewer endorses to the adviser the proposal review evaluation result for use in the computation of grades in the research proposal course. The said review will serve as the final exam component of the student grade.

## 2. Final Oral Defense Examination

The candidate shall submit to the Graduate School the complete research Documents (Cover page, Partial Abstract, All Chapters, References, Appendixes: Question guides, secondary data sources, processed raw data sources, other related documents, and Curriculum Vitae), matrix table of revisions of proposal defense review, passed turn-it-in result, and the endorsement of the research adviser that the candidate is ready for final oral defense examination.

The Chair shall be the Graduate School Dean for Master and Dissertation Defense Examination, But the Dean can appoint the Program Coordinator to be Chair for Master Defense Examination.

The Chair presides over the Final Oral Defense Examination with technical expert panelist as follows:

- Case projects – one (1) technical expert panel
- Thesis/Capstone project – two (2) technical expert panel
- Dissertation – three (3) technical expert panel

Each panel must independently and without consultation, decide whether the completed final research meet the scholarly standards for the discipline and degree in form and content. This process is done asynchronously for 5 consecutive days with the 5<sup>th</sup> day will be the posting of the final decision of each panel during the live synchronous meeting of all panel, researcher and adviser.

This panel questions, requirements, and evaluation is recorded on the platform used in the conduct of the defense examination.

A research document that requires revisions that include typographical or grammatical errors; errors in calculation, labels for tables, nomenclature, and bibliographic form; and the need for minor clarifications with minor additional modifications of content and data analysis. The research direction can be declared **Acceptable** by the panel. Hence can proceed to Research Writing.

A research document that requires revisions that include, for example, faulty conceptualization, inappropriate or faulty use of research methodology, misinterpretation or misuse of data, neglect of relevant material, illogical argument, unfounded deductions and claims, critical errors in data analysis, seriously flawed writing and presentation, and failure to engage the scholarly context. The need for the rewriting of substantial portions of the research. As a rule of thumb, revisions requiring more than two weeks to complete is unacceptable. The final oral defense will be declared **Unacceptable** by the panel. Hence the defense is deferred and need to apply for reschedule second and final round of defense to the same panel in the next cycle, once the said observed problems has been corrected.

During the live synchronous meeting the following will be the program flow:

- a. To open proceedings, the Chair introduces all present.
- b. Each technical expert panel will be called to present one at a time by the Chair. The technical expert panel presentation will be as follows:
  - Explain to the candidate overall observation of the research
  - Can ask short clarifications to ensure final verdict is final and the researcher is given a chance to respond;
  - Present final verdict of either Accept Defense or Defer Defense
  - In case it is a deferred defense already final verdict can only be Accept Defense or Failed Defense
- c. The Chair gives the summary of the live synchronous meeting and finalize the overall verdict of the defense examination
- d. The technical expert panel and chair completes and submits to the graduate school the Final Oral Defense Examination Rating sheet.

## **Criteria in the Evaluation of the Manuscript and the Final Oral Defense Examination**

1. The Written Manuscript Substance (Substance) 60 points
  - 1.1 Originality and Relevance of the Research Topic
  - 1.2 Depth of Analysis
  - 1.3 Viability
  - 1.4 Logic of Conclusion(s) of Recommendations Offered
  - 1.5 Neat and Correct Form
  - 1.6 Order of the Written Report Itself
2. Presentation and Defense (Professionalism) 40 points
  - 2.1 Mastery in the Manipulation of the Research Findings.
  - 2.2 Clarity in the Presentation of the Findings, Conclusions and Recommendations
  - 2.3 Articulate Responses to the Examiners' Inquiries
  - 2.4 Correct Demeanor and/or Dress Code for the Occasion

## **Criteria in the Evaluation of the Manuscript and the Proposal Peer Review**

1. Research Proposal substance (validity of findings, logical, interpretation, depth in analysis) 60 points.
2. Defense (ability to answer questions and present arguments, attitude in discussion) 25 points
3. Mechanics (Clarity in presentation, correctness of grammar, compliance to format) 15 points

## RESPONSIBILITIES OF ADVISER AND ADVISEE, CHAIR AND MEMBER OF PANEL OF EXAMINERS

### Responsibilities of the Adviser

#### *Upon the appointment to the research proposal class*

1. Assumes the responsibility of guiding and assisting the advisee in writing the complete proposal.
2. Sees that the advisee is self-propelled and knows the direction of his/her work.

#### *Upon the Peer Review Acceptance of the Research Proposal*

1. Assumes full responsibility of guiding and assisting the advisee in the data gathering, analysis of data, interpretation of findings, and writing the research study following the required standard format.
2. If capable, assists the advisee on the statistical analysis of data, or refers advisee to a statistician or other consultants for directions/verification/qualification of data.
3. If capable, assists the advisee on the document analysis and grammar editing and review, or refers advisee to an editor or other consultants for editing and review.
4. Follows up the advisee's progress of work, check on the content, substance, and form of report. Until the research is completed.

#### *During the Defense of the Research*

1. Attend and listen in during the defense and aid in taking down notes of the defense proceedings.
2. Explain and guide the advisee on the revision requirements of the panel and how to comply with the requirements.



### **Responsibilities of the Student Researcher**

1. Practices full academic integrity is practice in the conduct and completion of the research.
2. Consults regularly his/her adviser (or as often as needed) and accommodates suggestions/recommendations of adviser and other consultants.
3. Listen attentively and provide timely response during defense in proper decorum and professionalism.
4. Complete the research within the prescribe maximum research residency of the graduate school.

### **Responsibilities of Chair:**

(Dean of Graduate Studies)

1. Determines when a quorum exists
2. Opens and closes the examination proceedings
3. Sets the order of questioners and the length of their question periods
4. Monitors the length and conduct of the candidate's presentation
5. Intervenes if questioning becomes inappropriate
6. Deals with behavior that interferes with the proper conduct of the examination
7. Moderates in-camera discussion on the merits of the research, the candidate's oral presentation and responses to questions, and other relevant matters
8. Calls for a vote and recommendation

### **Responsibilities of Member of the Defense Panel of Examiners**

1. Attend the defense duration and participate in the questioning of the candidate, evaluating the research and the candidate's responses at the defense
2. Cast a vote in the final determination of the acceptability of the thesis and oral defense Regulation(s):
3. Must not have had significant involvement in the development of the thesis nor interest in the outcome

4. Determine if the research and the candidate meet recognized scholarly standards for the degree
5. Appraise the research for content - its underlying assumptions, methodology, findings, and scholarly significance of the findings
6. Appraise the research for form - its organization, presentation of graphs, tables, and illustrative materials, and its use of accepted conventions for addressing the scholarly literature
7. Evaluate the candidate's skill and knowledge in responding to questions and defending the research
8. Ensure authenticity of authorship

The Graduate distributes to the panel examiners a package consisting of:

- The complete research document
- The video presentation of the student researcher
- The matrix of revisions result of the proposal peer review
- The turn-it-in result of the final research document

**Responsibilities of the Student Researcher after the Final Oral Defense Examination:**

1. Complete the final revision instructions from all the technical expert panel within the 1 term maximum period.
2. Once complete secure the individual approval of each technical expert panel attesting said revisions was completed.
3. Once all panel has provided their final approval, consult with the Adviser to do final review and editing of the research document and secure the final approval endorsement from the Adviser.
4. Apply for final research clearance approval from the Panel Chair
5. Secure the completed Approval sheet form and RIC Document validation certificate.
6. Submit the final digital ebook with the approval sheet from and the digital raw data of the research to the graduate school.

## POLICIES ON ACADEMIC INTEGRITY DEADLINES AND PENALTY CONDITIONS, AND GENERAL POLICY

### Academic Integrity

The Claro M. Recto Academy of Advanced Studies expects all students to adhere to the accepted norms of intellectual honesty in their academic work. Any form of cheating, plagiarism, dishonesty, or collusion in another individual's dishonesty is a fundamental violation of these norms.

Cheating is the use or attempted use of unauthorized aids in any exam or other academic exercise submitted for evaluation. This includes:

- data falsification
- fabrication of data
- deceitful alteration of collected data included in a report
- copying from another student's work
- unauthorized cooperation in doing assignments or during an examination
- use of purchased essays, term papers, or preparatory research for such papers
- submission of the same written work in more than one course without prior written approval from the instructor(s) involved
- dishonesty in requests for either extensions or papers or make-up examinations.

*Plagiarism* is the deliberate act of taking the words, ideas, data, illustrative material, or statements of someone else, including AI generated works, without full and proper acknowledgment, and presenting them as one's own.

*Collusion* is assisting or attempting to assist another student in an act of academic dishonesty.

Students ought to already know how to work cooperatively in a community of scholars and fruitfully utilize the work of others without violating the norms of intellectual honesty. Students have a responsibility to know the parameters of collaboration and the proper forms for quoting, attributing, summarizing, and paraphrasing. If a student has any questions or doubts about the parameters of cooperative intellectual activity, they should consult their academic advisor, the coordinator of their Ph.D. / MA program, or the Office of Graduate Student Services.

Faculty members who detect any form of academic dishonesty have the responsibility to take appropriate action. The faculty member also has the responsibility to report the incident and penalty to the Dean. Such reports will remain in students' files until they graduate.

**Sanction:**

- Lyceum of the Philippines University, CMR-AAS prohibits student from engaging in dishonest academic behavior in class. A student who engaged in such behavior will be given a grade of “5.0”.
- Plagiarism will be given a failing grade.
- Three cases of Plagiarism may result in expulsion from the Graduate School.

**Deadlines and Penalty Conditions**

All submission deadlines will be strictly enforced. There are no exceptions.

**General Policy**

In the absence of specific Lyceum policies for issues that arise out of the regular processes and procedures followed in the CMR-AAS, rules and regulations promulgated and issued by the CHED shall prevail.

LPU reserves the right to implement new policy pronouncements from CHED and from Management as it affects the graduate school.

## APPENDIXES

### Suggested Chapters and Parts of Thesis/Dissertation

Title Page  
Abstract  
Acknowledgement  
Table of Contents  
List of Tables  
List of Figures

#### CHAPTER

##### 1 – THE PROBLEM AND ITS BACKGROUND

Introduction  
Background of the Study  
Statement of the Problem  
Objectives of the Study  
Hypothesis (as apply)  
Significance of the Study  
Scope and limitations of the Study  
Definition of Terms  
Acronyms

##### 2 – REVIEW OF RELATED LITERATURE AND STUDIES

(Topical Presentation) APA Style  
Synthesis  
Theoretical Framework  
Conceptual Framework

##### 3 – METHODS OF THE STUDY

Research Design  
Participants of the Study  
Instrumentation  
    Instrument used  
    Validation of Instrument  
Data Gathering Method  
Statistical Treatment of Data

##### 4 – PRESENTATION, ANALYSIS AND INTERPRETATION OF DATA

## 5 – SUMMARY CONCLUSIONS AND RECOMMENDATIONS

- Summary of Findings
- Conclusions
- Recommendations

## REFERENCES

## APPENDICES

- Communication Letters
- Survey Questionnaire
- Secondary Data Sources
- Transcripts
- Processed Raw Data
- Executive Summary in IMRD format
- Curriculum Vitae

## **Suggested Chapters and Parts of a Capstone Project**

- Title Page
- Abstract
- Acknowledgement
- Table of Contents
- List of Tables
- List of Figures

## CHAPTER

### 1 – THE PROBLEM AND ITS BACKGROUND

- Introduction
- Background of the Study
- Statement of the Problem
- Objectives of the Study
- Significance of the Study
- Scope and limitations of the Study
- Definition of Terms
- Acronyms

### 2 – REVIEW OF RELATED LITERATURE AND STUDIES

- System Process Overview and Mapping
- (Topical Presentation) APA Style
- Synthesis
- Theoretical Framework
- Conceptual Framework

- 3 – METHODS OF THE STUDY
  - Materials (Hardware, Software, Data)
  - Design Methodology
  - Experimental Design Process
  - Procedures for the Phases of Development
  - Evaluation and Testing Process
- 4 – PRESENTATION, ANALYSIS AND INTERPRETATION OF DATA
- 5 – SUMMARY CONCLUSIONS AND RECOMMENDATIONS
  - Summary of Findings
  - Conclusions
  - Recommendations

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#### APPENDICES

- Communication Letters
- Survey Questionnaire
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- Transcripts
- Processed Raw Data
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### **Suggested Chapters and Parts of a Case Project**

- Title Page
- Abstract
- Acknowledgement
- Table of Contents
- List of Tables
- List of Figures

#### CHAPTER

- 1 – INTRODUCTION
  - Organization Profile and Performance
  - Statement of the Problem
  - Objectives of the Study
  - Significance of the Study
  - Definition of Terms
  - Acronyms
- 2 – BACKGROUND INFORMATION AND LITERATURE REVIEW GATHERED

(Topical Presentation) APA Style  
Method of Analysis  
Synthesis  
Conceptual Framework

3 – ANALYSIS, RESULTS AND ALTERNATIVES

4 – SOLUTIONS AND RECOMMENDATIONS

Solutions  
Recommendations

REFERENCES

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Communication Letters  
Survey Questionnaire  
Secondary Data Sources  
Transcripts  
Processed Raw Data  
Executive Summary in IMRD format  
Curriculum Vitae

**Standard Document Format Specifications**

1.5 left margin  
1.0 right margin  
1.0 top margin  
Title Font- 14 (Inverted Pyramid)  
Body Text- 12  
Double space (except table)  
1 Tab every space  
Text font is Times New Roman (font 12)  
Labels follow APA format  
Citations follow APA format  
Reference list follow APA format  
Page numbering is located in the upper right corner of the page.  
Page number type is *i, ii, iii, iv...* for cover pages and *1, 2, 3.....* for main pages.



## Sample Title Page

*(Top Margin 5 spaces)*

# THE PHILLIPPINE BUDGET SYSTEM: AN ANALYSIS OF THE POWER AND CONTROL OF CONGRESS

*(6 spaces)*

A Dissertation  
Presented to the  
Faculty of the Graduate School  
Claro M. Recto Academy of Advanced Studies  
Lyceum of the Philippines University  
Intramuros, Manila

*(6 spaces)*

In Partial Fulfillment of the Requirements  
for the Degree of  
Ph.D. in Fiscal Management  
*(7 spaces)*

By  
*(3 spaces)*

Padre Damaso  
*(Single space)*  
(Date of Final Oral Defense Examination)

## **Sample Approval Sheet**

LYCEUM OF THE PHILIPPINES UNIVERSITY  
THE CLARO M. RECTO ACADEMY OF ADVANCED STUDIES  
Graduate School

### **CERTIFICATE OF APPROVAL**

This thesis entitled "TAXATION OF INCOMES FROM INVESTMENT IN SELECTED FINANCIAL INSTRUMENTS IN THE PHILIPPINES AND A MEASUREMENT OF ITS ECONOMIC EFFICIENCY", prepared and submitted by **MR. PADRE DAMASO**, in partial fulfillment of the requirements for the degree of Master in Public Administration, has been reviewed and recommended for an oral defense.

**DR. CLARO RECTO**

Adviser

Faculty, Claro M. Recto Academy of Advanced Studies  
Lyceum of the Philippines University

Accepted following a successful Oral Defense, on April \_\_, 20\_\_.

### **PANEL OF EXAMINERS**

**DR. JOSE RIZAL**

Chairperson

**DR. CRISOSTOMO IBARRA**

Member

**DR. MARIA CLARA**

Member

**DR. SISA ELIAS**

Member

Accepted and approved in partial fulfillment of the requirements for the Master in Business Administration.

**DR. JOSE P. LAUREL**

Dean, Graduate School

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## Sample Copy of Curriculum Vitae

BENICO CATAPUSAN  
1003 Intramuros, Manila  
Tel No. 456-7890 Office Tel. Number: 123-4567  
E-mail add.: [nicevines@yahoo.com](mailto:nicevines@yahoo.com)

Gender: Male  
Province: Batangas  
Country: Philippines

### EDUCATIONAL BACKGROUND

Post Graduate : Master of Arts in Education (2001-2003)  
Claro M. Recto Academy of Advanced Studies  
Lyceum of the Philippines, Intramuros, Manila

Tertiary : Bachelor of Science in Psychology (1996-2000)  
JPL Partial Scholar & Dean's Lister  
Lyceum of the Philippines, Intramuros, Manila

### WORK EXPERIENCES

Lyceum of the Philippines: Dean  
Graduate School  
Executive Office, Intramuros, Manila  
June 1, 1960 - present

HR Staff  
MERALCO Call Center: Customer Assistant Representative  
Ortigas, Pasig City  
September 16, 2000-May 31, 2004

Bureau of Immigration & Deportation : Practicum Trainee  
Intramuros, Manila  
January - March 2000

St. Joseph's College : OJT/Internship Center for Psycho-Spiritual  
November 1999- January 2000  
Enrichment & Social Services, Quezon City

## LPU Hymn Lyrics

### Awit ng Lyceum

Lyceum ng Pilipinas,  
Tanglaw ng puso't diwa,  
Pamana mo'y bubuhayin,  
Ningning mo'y di magmamamaliw,

Landas ka ng karunungan,  
Mithi mo'y katotohanan,  
Sagisag mo'y dakila,  
Lyceum na mahal,

Lyceum ng Pilipinas,  
Tibay at pananalig,  
Timbulan ka ng pag-asa,  
Liwanag na walang maliw

Damdamin mo'y makabayan,  
Pugad ka ng kagitingan,  
Diwa mo'y dakila,  
(Lyceum na minamahal)



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