



Catanduanes State Colleges
Virac, Catanduanes

Schedule of Payment

For Tertiary Level
(As of 1st Semester, SY 2011-2012)

Particulars	Rate
Tuition:	
Non-Agriculture courses	100.00 per unit
Agriculture courses	80.00 per unit
Miscellaneous Fees (mandatory)	
Medical & Dental Fee	10.00
Athletic Fee	150.00
Library Fee	100.00
Publication	30.00
FSSA	30.00
Other Fees (add when applicable)	
Student ID Fee (for new students)	90.00
Laboratory Fee (per laboratory subject)	10.00
CLRF (per computer subject)	450.00
Keyboarding Fee (per keyboarding subject)	150.00
NSTP (non-agriculture student)	150.00
NSTP (agriculture student)	120.00
Student Teaching Fee	400.00
Penalty for Late Enrollment	50.00 per day
RLE Fee (based on CHS Computation)	(see formula below)

How to use the Table of Fees

- Determine Total Units to be enrolled. Please refer to the Tentative Enrolment Form.
 - Exclude units of NSTP, if enrolled, because this is taken up in Other Fees.
 - Add 3 Units for English Plus, if enrolled. Notice that English Plus carries zero credit units in the Tentative Enrolment Form but for the purposes of assessment, it is equivalent to 3 contact hours.
- Compute Total Amount Due = Total Units x Tuition Fee Rate per Unit
- Add to Total Amount Due the amount of PhP 315.00 for Miscellaneous Fees
- Add to Total Amount Due the Other Fees when applicable.

Payment Options

1. Tuition may be paid in full (with 5% discount) upon enrolment on according to the following schedule:
 - 1st Installment: 40% of tuition fee is due upon enrolment
 - 2nd Installment: 30% of tuition fee is due before the midterm examination
 - 3rd Installment: 30% of tuition is due before final examination
2. Miscellaneous Fees and Other Fees, except RLE Fee, are to be paid in full upon enrolment.
3. RLE Fee may be paid in full upon enrolment or by installment according to the following schedule:
 - 1st Installment: 1/3 of RLE fee is due upon enrolment
 - 2nd Installment: 1/3 of RLE fee is due before the mid-term examination
 - 3rd Installment: 1/3 of RLE fee is due before final examination

Basis for Computation of RLE Fee (DECS Order 82, s. 1989)

How to RLE is computed:

- Total Faculty Cost =
$$\left[\frac{(\text{Highest Faculty Rate/hour} + \text{Lowest Faculty Rate/hour})}{2} \right] \times \text{Total Number of Faculty}$$

- Then,

Total Faculty Cost divided by the number of students = RLE Fee per Student

- Add RLE per hour (RLE Fee divided by the RLE hours)
(RLE hours is 51 hours per unit)
- Add CHSRDF (50% of the RLE per Hour)