

## CURRICULUM VERIFICATION CHECKLIST

*Verification- confirmation through the provision of objective evidence that specified requirements have been met*

Date of Verification: \_\_\_\_\_ (meeting date of Univ Curriculum Committee)

Criteria	Yes - / No- X	Remarks
<b>1. Proper approvals and signatures</b>		
1.2 Unit curriculum committee		
1.2 Dept head		
1.3 Dean		
<b>2. Meeting of requirements</b>		
2.1 Reasons for new or revised curriculum identified		
2.2 Regulatory reqts met (e.g. CHED, Dep Ed, TESDA)		
2.3 Justification if new program (use ACA Form 22)		
<b>3. Content accuracy</b>		
3.1 Course codes		
3.2 Course titles		
4.2 Computations of lab/ lecture hours, units and totals		
4.3 Sequencing of prerequisites and core subjects		
<b>4. Information completeness</b>		
4.1 Date of effectivity		
4.2 All columns complete (course code, title, lab and lecture hours, units, totals for each sem or summer)		
<b>FINAL DECISION:</b>		
<input type="checkbox"/> For revision by proponent department <input type="checkbox"/> Approved by Univ Curriculum Committee for endorsement to Academic Council <input type="checkbox"/> Approved by Univ Curriculum Committee for endorsement to Academic Council after making the revisions listed as recorded in the minutes of the meeting.		

Prepared by:

Noted by:

\_\_\_\_\_  
Registrar

\_\_\_\_\_  
VPAA