10.6.10 Mechanisms for Person with Disability

The University of the Visayas (UV) offers programs that provide academic, social, and financial support to students, staff, and faculty from diverse backgrounds. These initiatives are anchored in UV's commitment to inclusivity and equity, as outlined in its *Policy on Tuition Fee Discounts and Privileges*, effective August 1, 2022.

The policy recognizes underrepresented groups—including dependents of employees, siblings, alumni families, government and private employees, and persons with disability (PWD)—by granting tuition fee discounts and privileges. These financial support mechanisms are complemented by counselling and peer support services facilitated by the Student Affairs and Services Center (SASC) and the Finance and Administrative Department, ensuring applicants receive both guidance and mentoring to succeed academically.

By combining financial aid with personal support, UV helps strengthen student resilience and improve retention. These efforts reflect the university's dedication to equitable access and contribute to SDG 4 (Quality Education) and SDG 10 (Reduced Inequalities) by empowering marginalized groups to thrive within the UV community.

Evidence:

- Tuition Fee Discounts and Privileges
- Facilities for People with Disabilities

1.0 Objectives

1.1 To set rules, conditions, and requisites for the processing of applications for tuition fee discounts and privileges.

1.2 To ensure that records and reports related to Tuition fee discounts and privileges processing are accurate, properly documented, and produced in a timely manner.

2.0 Scope

This policy applies to all students of the University across all campuses.

3.0 Policies

3.1 The following are the nature/type of Tuition Privileges that the students may apply for:

3.1.1 Employee Dependent
3.1.2 Member's of the Same Family (Siblings)
3.1.3 Executive Board's Special Privileges
3.1.4 Government Employee (Graduate School and JD)
3.1.5 Private Employee (Graduate School)
3.1.6 UV Alumni (10% discount on tuition)
3.1.7 Parent UV ALUMNI- 10% on tuition for one academic year only
3.1.8 Pag-ibig loyalty card 10% on tuition fee except for medical courses, Engineering and Maritime, and Graduate school
3.1.9 Persons with Disability (PWD)

3.2 The applicant shall accomplish the Application for Tuition Privilege form with the required documents, 5 working days before the preliminary examination.

3.3 Application for tuition privilege shall be renewed every semester/term.

3.4 Multiple privileges shall not be allowed. In case it happens, the applicant shall enjoy the highest privilege granted.

3.5 Any false information written by the applicant on this form shall cause the disapproval of the application or cancellation of the privilege already granted.

3.6 All applications for tuition fee discounts and privileges shall be approved by the Chief Finance and Administrative Officer.

3.7 The amount of discount approved on the Tuition fee shall be effected by the Accounting Specialist – Accounts receivable upon approval.

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4.0 Narrative Procedures

Person Responsible	Activities
Student	1. Accomplishes the application for tuition fee privileges form and specifies the nature of the privilege applied by filling in the applicable category.
Supervisor – A/R, Billing & Scholarship	2. Receives and evaluates the application for Tuition Privilege and forwards to Chief Finance and Administrative Officer for approval.
Chief Finance and Administrative Officer	3. Approves the Tuition Privilege applications.
Supervisor – A/R, Billing & Scholarship	4. Effects entries to the individual student accounts ledger the approved tuition privileged of the qualified applicants.

5.0 List of Forms

5.1 Application for Tuition Fee Privileges (Others)

Prepared by:	Reviewed by:	Approved by:
[redacted] **Alne Illustrisimo** Director, FAD	[redacted] **Dr. Rosemarie Cruz-Español, CPA** CFAO & QMR	[redacted] **Dr. Conrado E. Iñigo, Jr.** University President

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University *of the* Visayas

ACCESSIBLE FACILITIES FOR PEOPLE WITH DISABILITIES

Ramps

University *of the* Visayas

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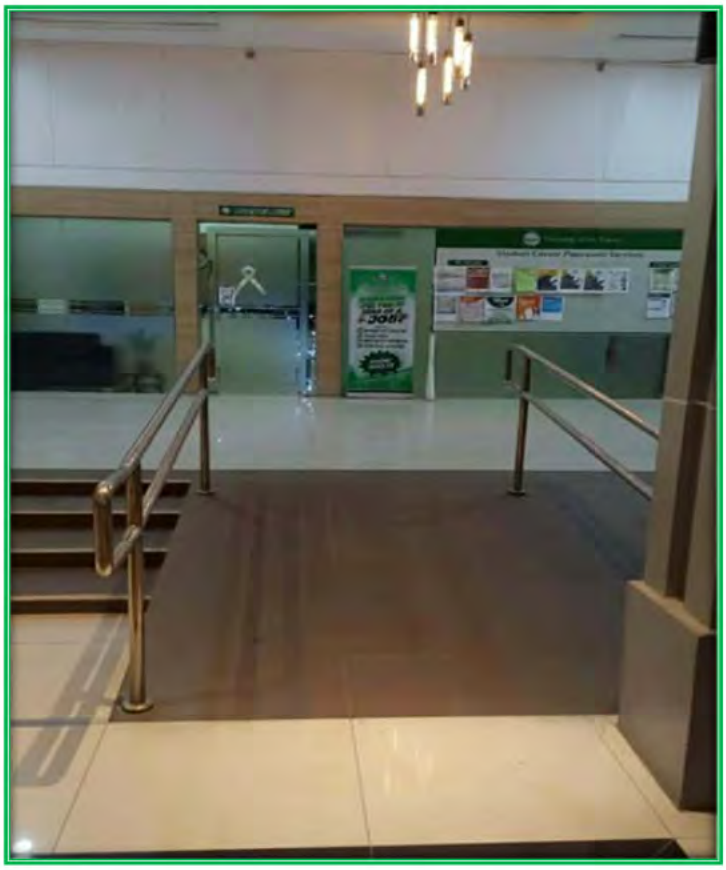

University *of the* Visayas

Accessible Restroom

University *of the* Visayas

Elevator

Designated Seating Areas