ARTICLE I
GUIDING PRINCIPLES

SECTION 1.

The provisions of the Magna Carta of Medical Students’ Rights of the Ateneo de Manila University – School of Medicine and Public Health shall be interpreted in the light of the school’s Mission Statement. Its meaning shall also be interpreted in a spirit of dialogue between and among the various sectors of the school, acting as one community sharing the same mission.

SECTION 2.

The provisions of the Magna Carta of Undergraduate Students’ Rights shall be taken in the context of students’ responsibilities found in various University documents. Students shall exercise their rights responsibly and with due regard for the rights of others.

ARTICLE II
ACADEMIC RIGHTS

SECTION 1. ACADEMIC FREEDOM

Students’ academic freedom shall consist of but not be limited to the following rights:

A. To conduct research and to freely discuss and publish their findings and recommendations as long as they present them as their own.
B. To express their opinion inside and outside the classroom in a manner acceptable to the academic community.
C. To resort to procedures, as provided for in the Students’ Handbook and the Faculty and Administrative Manuals, for the redress of their grievances concerning teachers, grades, class policies, and other academic-related matters.
SECTION 2. ACADEMIC PROCEDURES

A. **STUDENT HANDBOOK.** Students shall be given a copy of the Student Handbook, along with the Manual on Academic Procedures, upon entry into the Ateneo School of Medicine and Public Health.

B. **ACADEMIC ADVICEMENT.** Students shall have the right to complete information on their individual program of study. They are encouraged to keep updated records of their academic records and their academic curriculum for all modules throughout the year.

C. **CLASS SCHEDULES.** Classes should follow the schedule issued by the Registrar. Should there be any change of schedule initiated by the teacher, the official approval of the Registrar must be secured. If the change is initiated after the deadline for submission of load revision forms, the official approval of the Registrar and the consent of the class must be secured without undue prejudice to the rights of individual students.

D. **ATTENDANCE.** Students shall not be obliged to attend an academic activity during university-mandated and/or national holidays unless agreed upon by his/her batch and the parties concerned.

E. **MODULE SYLLABUS.** Students shall be provided with a written course syllabus at the beginning of every module. The syllabus shall contain the following:
   a. Module Description
   b. Module Outline and Schedule (including Small Group Discussions (SGD) and Patient Encounters (PE))
   c. Module Policies
   d. Module Requirements
   e. Grading System
   f. Consultation hours

F. **ACADEMIC EVALUATION.** Students shall have the right to be graded according to their merits
   a. Students shall have the right to know at the start of every module how they shall be evaluated throughout the course of that specific module.
   b. Should there be any change of requirements initiated by a lecturer, the approval of the module head and the consent of the batch must be secured without undue prejudice to the rights of individual students.
   c. Absences shall not be taken against the grades of student unless explicitly stated in the module syllabus.

G. **CLASS PERFORMANCE.** Students shall have the right to know their class performance data during the module.
   a. They shall have the right to an explanation concerning the bases of their grades for particular items, especially SGD’s and Patient Encounters.
   b. In the case of group work, it is the right of students to be provided a system of marking by the teacher that ensures just and equitable grading of individual members of the group.

H. **MAJOR REQUIREMENTS**
   a. **Major Exams.** Students shall be informed of long examinations one (1) week in advance
   b. **Other Major Requirements.**
   c. Students shall have the right to do make-up work, pending the presentation of relevant documents, in the event that they cannot accomplish major requirements because of some grave reason or because they are representing the school in an official capacity (such as student seminars, cultural performances, debates, athletic competitions, among others.)
I. **FINAL EXAMINATION.** Students shall have the right to see their papers and the computation of their final grades after the distribution of corrected final marks.

J. **FINAL GRADES.** Students shall have the right to know their final grades at the date appointed by the Registrar.

K. **CONSULTATION.** Students shall have the right to consult their teachers. The faculty should inform the students of their consultation hours within the first day of each module.

**SECTION 3. SECURITY OF TENURE**

Students shall have the right to complete their program of study in the school, except in cases of academic deficiency, violation of disciplinary regulations, or non-payment of tuition and fees.

**SECTION 4. EVALUATION OF TEACHERS**

Students shall have the right to excellent education through competent and committed teachers as evidenced by their regular presence and punctuality in their classes, their expertise in their field, the quality of their course content, and their teaching competence and effectivity. They shall have the right to make a written evaluation of the performance of teachers toward the end of the module.

**SECTION 5. EVALUATION OF MODULES**

Students shall have the right to evaluate modules, and through their official representatives, to propose the creation and deletion of such, and to participate in the progressive updating of the curriculum.

**SECTION 6. FACULTY HIRING PROCEDURES**

All departments are encouraged to have teaching demonstrations in the hiring of new faculty, where students are allowed to participate and give feedback.

**SECTION 7. SCHOOL FACILITIES**

It is the right of the students to have adequate academic facilities. It is the responsibility of the school authorities to provide the students with adequate classrooms, library, research, laboratory, and physical education facilities. The school shall also provide students with open spaces for student academic interactions.

**ARTICLE III**

**ACCESS TO INFORMATION**

**SECTION 1. ACCESS TO OFFICIAL AND PUBLIC DOCUMENTS**

Students shall have access to all official public information on matters directly affecting their individual and/or collective welfare.

**SECTION 2. ACCESS TO SCHOOL RECORDS AND OTHER VITAL DOCUMENTS**

On the condition that all requirements and obligations have been settled, all students shall have access to their own school records, confidentiality of which the school shall maintain and preserve. Students shall have the right to be issued official certificates, diplomas,
transcripts of records, grades within thirty (30) days from the filing of request and accomplishment of all pertinent requirements.

SECTION 3. ACCESS TO INFORMATION ON TUITION AND OTHER FEES

A. Students shall have the right to be informed of tuition fees, special fees, and their breakdown, as well as deadlines for payments.
B. Students shall have the right to be properly informed of the periods during which refunds can be claimed for laboratory breakage fees and other such fees. School authorities shall mount a reasonable number of prominent notices in the most frequented locations within the school campus informing them of such periods. The information campaign shall start at least one (1) week before the refunds are given.

ARTICLE IV
FREEDOM OF EXPRESSION

SECTION 1. RIGHT AGAINST PRIOR RESTRAINT

Students shall have the right to express their views and opinions freely in a manner acceptable to the academic community. Furthermore, opposition to school policies detrimental to students’ interest shall not be a ground for denying or withdrawing scholarship grants and privileges of deserving students.

SECTION 2. RIGHT TO PRIVACY OF COMMUNICATION

The privacy of communication and correspondence of students is inviolable. However, any form of private communication and correspondence that violates class policies is not allowed.

SECTION 3. RIGHTS OF STUDENT PUBLICATIONS

A. Students shall have the right to publish student newspapers and other similar publications, as guided by Republic Act 7079 (otherwise known as the “Campus Journalism Act”). These rights shall be exercised without fear of persecution from authorities, and without threat of being in any way penalized or punished by authorities for any view responsibly expressed. The student publication shall not be subjected to any kind of coercion, bribe, or duress.
B. The selection of the student editor-in-chief and his/her staff shall be made by annual competitive examinations to be administered by representatives of the respective publications according to official procedures. School authorities and other governing bodies shall not interfere in, nor influence the decisions of each publication’s selecting body.
C. The editor and the editorial staff, unless removed for a just cause and with due process, shall be assured of security of tenure for the duration of their term.

SECTION 4. RIGHT TO PEACEFUL ASSEMBLY

A. Students shall have the right to peaceably assemble and petition school authorities and/or government authorities for the redress of any grievances.
B. Military elements and/or policemen in uniform or in plain clothes and school security forces shall not interfere with any legitimate student activity, particularly peaceful mass actions, inside the school campus.

SECTION 5. RIGHT TO RELIGIOUS FORMATION AND PRACTICE
A. Students shall have the right to proper religious formation. As a Catholic university, the administration is responsible for providing students with adequate Catholic religious services and facilities.
B. Students shall have the right to practice their respective religions as long as they do not impede the practice of other faiths and beliefs and they do not transgress the University’s Vision and Mission.

**ARTICLE V**
RIGHT TO PARTICIPATE IN POLICY-MAKING

**SECTION 1. PROPER STUDENT PARTICIPATION IN POLICY MAKING**

The students of the Ateneo School of Medicine and Public Health, through their Student Council can voice out grievances or other types feedback regarding the formation of school-wide policies

**SECTION 2. ON THE MATTER OF TUITION AND SCHOOL FEES**

A. The ASMPH Budget Committee shall act on a proposal to adjust tuition fees only after students and their parents have been consulted at least thirty (30) days before the start of the academic year when the adjustments are to take effect.
B. The students shall have the right to be consulted on any proposed increase or creation of school fees as well as their justification. There shall be dissemination of adequate information regarding tuition and school fees. Any necessary adjustments and objections shall be discussed in consultative meetings which shall be properly documented and circulated.
C. In justifying any tuition adjustments before the School of Medicine and Public Health Budget Committee, the School Administration shall be required to present the pertinent financial statements for the last five (5) years immediately preceding the proposal for such adjustments.
D. The school shall not impose involuntary contributions from students.

**SECTION 3. STUDENTS’ INITIATIVE**

Students shall have the right to initiate the formulation, modification, and rejection of a school policy affecting students by making proper representation to official bodies.

**SECTION 4. RIGHT TO CONSULTATION**

Beyond the student representation in the different committees, students shall have the right to be consulted before any school rule affecting them is approved and implemented.

**ARTICLE VI**
RIGHT TO ORGANIZE

**SECTION 1. STUDENT ORGANIZATIONS**

A. Students shall have the right to form, assist, or join any campus organization, alliance, or federation for the promotion of Ateneo ideals.
B. Student groups shall have the right to seek accreditation subject to set standards as determined by the Ateneo Organization Board
C. Student organizations shall enjoy autonomy. This means that they have their own leadership structure; they shall set their own directions and goals; they shall plan and manage their accounts. The student organization moderators act in an advisory capacity.
D. The Ateneo Organization Board sets the parameters within which the organizations shall operate.

**ARTICLE VII**

**RIGHT TO SECURITY**

**SECTION 1. STUDENT COUNCIL**

A. The school shall ensure the democratic and autonomous existence of the Student Council.
B. Pursuant thereto, there shall be one supreme body, the Student Council, which shall be the official representative of the student body and which shall be given recognition by the ASMPH. It shall have its own set of officers, both elected and/or appointed. It shall have the right to determine its policies and programs on matters within its jurisdiction, guided by its duly ratified constitution and policies.
C. The school shall also provide, free of charge, a space or a hall to house the office/s of the Student Council.

**SECTION 2. SECURITY OF TENURE OF STUDENT LEADERS**

Student leaders shall be assured of security of tenure in their positions for the duration of their term, unless removed due to academic cases, disciplinary cases, or impeachment.

**SECTION 3. STUDENT ACTIVITIES FINANCES**

A. Collection of Student Publication Fees and Student Activity Fees. On behalf of the Student Council and the Student Publications, the school shall collect the student activities fund and the student publication fee.
B. Allocation of Student Activity Fund and Student Publication Fund. The allocation of student activity fund and student publication fee shall be agreed upon by the Office of Student Activities, Student Council, and the Student Publications. The allocation shall be subject to the auditing procedures of the Administrative Office and the Accounting Office.

**SECTION 4. RIGHTS AGAINST UNREASONABLE SEARCHES AND SEIZURES**

Every student of the Ateneo School of Medicine and Public Health shall be free from any form of unreasonable search and seizure as defined by law.

**SECTION 5. RIGHTS TO SECURITY OF PERSON AND HONOR**

All students shall have the right to be treated with courtesy and respect. They shall have the right to be free from physical and sexual harassment. Moreover, they shall have the right to be protected from libelous and slanderous statements.

**SECTION 6. RIGHTS AGAINST THE MILITARIZATION OF THE SCHOOL CAMPUS**

The pursuit of Academic excellence and exercise of academic freedom can be attained only
in an atmosphere free from fear and unreasonable restraint. Pursuant thereto, no military detachment shall be installed or maintained in the school campus, except in the case of national or local emergencies, such as war, natural calamities, or if the prevailing situation so requires.

**ARTICLE VIII**

**RIGHT TO DUE PROCESS IN DISCIPLINARY PROCEEDINGS**

**SECTION 1. RIGHT TO DUE PROCESS**

A. Students shall have the right to be informed of their offense, to defend themselves, and to be rendered an impartial decision.

B. Penalties of suspension, exclusion, or expulsion shall not be meted out unless the following rights have been observed and accorded the student:
   a. The right to be presumed innocent until proven otherwise
   b. The right to be informed in writing of the charge(s)
   c. The right to full access to the evidence in the case
   d. The right to defend oneself and to be defended by a representative or counsel of one’s choice. (The counsel may be a faculty member, a counselor, or a fellow student.) Adequate time as prescribed by the Discipline Committee shall be given for the preparation of the defense.
   e. The right to appeal decisions of the Administration to the University President
   f. The right to have their parents witness the presentation of their defense during the hearing conducted by the Discipline Committee.

**SECTION 2. RIGHTS IN DISCIPLINARY PROCEEDINGS**

A. To safeguard the right of students against arbitrary enforcement of rules, the Associate Dean for Student Affairs shall consult the members of the Discipline Committee to determine the nature of all reported cases without precedent.

B. In cases which may merit suspension, exclusion, or expulsion, the Discipline Committee is convened for final proceedings.

C. All decisions in any disciplinary proceeding of the student involved must be rendered on the basis of relevant and substantial evidence and testimonies.

D. The gravity of disciplinary sanctions must be proportionate to the seriousness of the violation committed.

E. The Discipline Committee and the Office of the Associate Dean for Student Affairs shall post notices when necessary, of acts which are deemed violations of school rules and the corresponding disciplinary sanctions, provided that such rules and sanctions do not violate the rights guaranteed herein and under the Constitution.

**ARTICLE IX**

**GENERAL PROVISIONS**

**SECTION 1. RIGHT AGAINST ENACTMENT OF EX POSTO FACTO POLICY**

No policy shall be enforced ex post facto.

**SECTION 2. RIGHT TO FILE AN APPEAL**

Students shall have the right to file an appeal on any policy and decision of the school, in accordance to existing structures and procedures.
SECTION 1. RULES AND REGULATIONS

The Student Council, the School Administration, faculty and staff shall uphold, promulgate, and publish the necessary rules and regulations to implement the provisions of this act.

SECTION 2. SEPARABILITY CLAUSE

If any provision of this act is declared invalid, the remainder thereof is not affected.

SECTION 3. REPEALING CLAUSE

Rules and regulations inconsistent with the provisions of this act are hereby repealed or modified accordingly.

SECTION 4. EFFECTIVITY

The provisions of this Magna Carta shall take effect in the regular semester after its approval.

SECTION 5. AMENDMENTS AND REVISIONS

The Magna Carta can be amended one school year after the semester in which it has taken effect, unless justifiable causes warrant amending it outside the prescribed timeframe. Any sector of the ASMPH, through its official representatives, may propose amendments through the School Forum, and these shall be approved in the School Council.

SECTION 6. FINAL INTERPRETER OF PROVISIONS

The Judicial Board, as the highest legislative review body of the ASMPH, shall be the final interpreter of the Magna Carta.