

development of various student organizations/ groups, including academic, socio-civic, special interest, and recognized student organizations that include student governance and volunteer student organizations. The office takes charge of welcoming frosh and transferees by providing their first formal orientation to and socialization with the Benildean community through Interaktiv (Orientation Program) and UNITE.

The SIU screens, accredits, and supervises the operations of most student organizations/groups. It assists in planning, implementing, controlling, monitoring, and evaluating projects, activities, and financial transactions. All student leaders are provided the opportunity to grow in their capacity to manage and lead their organizations and to raise their level of socio-political consciousness through the various skill building, leadership formation, and management training workshops and programs facilitated by the unit.

9.20.3 Services and Programs

Policies, guidelines, and procedures governing the conduct of student activities and projects are stipulated in the respective office operations manual.

9.21 Study/Lounging Spaces

There are various study and lounging spaces conveniently located in the four academic campuses. The Generator, adjacent to the D+A Campus, is a safe space provided for studying and is open on extended hours during midterms and finals examinations.

9.22 Services For Students With Specific Learning Needs And Persons With Disabilities

9.22.1 The Center for Inclusive Education (CIE) is committed to a vision of a Benilde that is inclusive and safe for all. This is done by offering Case Management and Extracurricular Student Support Services, as well as the Passages Transition Program and the Academic Buddies Program, to declared Benildean students with specific learning needs under CIE.

Research advising services, events, workshops, training, policy and module development support, as well as publication of digital and printed materials, are also provided to the whole community to ensure that Benilde is an inclusive institution.

9.22.2 Support Services for Deaf and Hard of Hearing

The School of Deaf Education and Applied Studies (SDEAS) strives to provide holistic education to Deaf and hard of hearing students through the support of the Center for Deaf Esteem and Formation (CDEAF) and the Center for Partnership and Development (CPD). These two centers collaborate with other offices and centers of the college to ensure that Deaf and hard of hearing students are given accessible, appropriate, and equitable opportunities as their hearing peers.

The CDEAF programs and services include academic support, life skills training, peer tutorials, personality development, leadership and involvement, sports, performing arts, social responsibility, volunteerism, and spiritual and faith formation; while the CPD programs and services include advocacy, partnership and networking with various government, non-government entities, disability organizations, and industries for employment opportunities and access. CPD services provides students with opportunities for social entrepreneurship and employment through career coaching and training to prepare them to be successful in their related fields

9.22.3 Interpreting Services

In line with the College's goal to build an inclusive academic community, it is essential that Benildean Deaf students and associates are given appropriate access to information and services. All institutional activities should have provisions for interpreting. All centers and offices organizing any official college activities that would include Deaf students and associates should course their interpreting service requests through the School of Deaf Education and Applied Studies (SDEAS). SDEAS has its own operational policy for interpreting requests for online and face-to-face setups.

9.23 Student Housing And Residential Services

The Student Residence Unit (SRU) under the Center for Student Life is responsible for assisting both paying students and those with dormitory grants by providing accommodations to Benilde Manila students in an environment that will support their educational, social, and personal growth. The fully air-conditioned dormitory facility houses student artists, athletes, and selected scholars, as well as regular/paying students. The dormitory offers 24-hour security, housekeeping services, and full-time Student Residence Coordinator (Houseparents). Learning facilities within the dorm include free access to the internet and free use of computer units. Leadership and personal development programs for selected Student Residence Leaders are provided. Fellowships and celebrations, such as birthday parties, general assemblies, christmas parties, and team-building/family days are regularly organized. Formation programs are also held to help student residents develop good study habits, personal and interpersonal skills, a positive mental attitude, and strong spiritual Benildean-Lasallian values.

9.24. Student Discipline Related Services

The Center for Restorative Discipline (CRD) promotes and implements a restorative approach to student discipline, conflict resolution, and policy matters. It upholds the Undergraduate Student Handbook in line with the College's philosophy of discipline. The CRD Director oversees operations and programs, assisted by deputy officers. Discipline officers enforce rules and support students through formative intervention.

CRD provides the following services to students:

- A. Discipline Case Processing
- B. Benilde Discipline Certificate Processing
- C. Lost and Found Items Policy
- D. Advocacy and Orientation Programs
- E. Student Discipline Clearances and other Related Forms
- F. Monitoring of Student Behavior

9.25 Student Publications and Yearbook

9.25.1 The Student Publications Unit (SPU) was established in 1991 to oversee the College's official campus media organizations; to train and empower their members to be effective, responsible, and ethical student-journalists and well-rounded communicators; and to ensure their autonomy as mandated by the Campus Journalism Act of 1991 (R.A. 7079). There are two organizations under SPU, namely the Benildean Press Corps (BPC) and Ad Astra. Both organizations are run by students and guided by administrators under the SPU. For Benilde