



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
 Capitol Drive, Estaka, Dipolog City 7100

DEPARTMENT OF EDUCATION
 ZAMBOANGA DEL NORTE
RELEASED

10 JAN 2017
 DATE: _____

RY: _____
 NAME/SIGNATURES

ADVISORY

TO : Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 Elementary and Secondary Schools Teaching Personnel
 This Division

FROM : NATIVIDAD BAYUBAY, CESO VI
 Officer In-Charge
 Office of the Schools Division Superintendent

SUBJECT : 2017- 2018 BUKIDNON STATE UNIVERSITY GRADUATE SCHOLARSHIP
 GRANTS FOR SCHOOL ADMINISTRATORS AND CLASSROOM TEACHERS
 IN MINDANAO

DATE : January 9, 2017

This has reference to the letter dated December 22, 2016 from Dr. Oscar B. Cabañez, University President of Bukidnon State University regarding the opening of competitions for the 2017- 2018 Bukidnon State University Graduate Scholarship Grants for School Administrators and Classroom Teachers in Mindanao. The duration of the scholarship grant is twelve (12) months which commences in April 2017 and ends in March 2018.

The scholarship grants are for the degree MASTER OF ARTS IN EDUCATION, major in: a) Educational Administration; b) English Language Teaching; c) Mathematics Teaching/ Education; and d) General Science.

An applicant, using the application form hereto attached may submit his application form and supporting documents to: **The Dean, Graduate School, Bukidnon State University, City of Malaybalay, Province of Bukidnon on or before February 3, 2017.** An applicant who has good moral character, good scholastic records, sincere drive for completing the program, and who does not have any pending application for other scholarships, trainings, etc. may be recommended.

Forms of assistance will be given to each grantee, namely: free tuition, P600.00 book allowance per term (two semesters and one summer), P1,500.00 monthly stipend and reimbursement of one round trip ticket for the whole duration of scholarship (by bus or by boat) from grantee's residence to the Graduate School, Bukidnon State University, City of Malaybalay, Province of Bukidnon.

The BSU Graduate Scholarship Screening Committee will conduct a personal interview and administer a written test to all applicants whose application papers have been duly approved by the Schools Division Superintendent and the Regional Director and received by the BSU on or before February 3, 2017. The schedule of the interview is on February 17 & 18, 2017, 8:00- 12:00 noon and 1:00- 5:00 pm at Bukidnon State University main campus, City of Malaybalay.

Only an applicant who passed the test and interview may be admitted as scholar. **HOWEVER, THE INTERVIEW AND TEST FORM ONLY A PART OF THE SCREENING PROCESS AND MUST NOT BE MISCONSTRUED BY AN APPLICANT AS HAVING BEEN FINALLY SELECTED.**

Bukidnon State University makes the final screening and selection of the prospective grantee in each field of specialization. Each selected candidate shall be duly informed of this selection.

All interested applicants are expected to process their own documents, with the information that the Human Resource Development Unit is available for any assistance. Furthermore, applicants are requested to visit and submit a photocopy of their completed application forms and its attachments on or before *January 27, 2017* to the same office for profiling purposes. Successful candidates are also advised to submit a photocopy of the approved Scholarship Contract and other pertinent documents pertaining thereto.

Widest dissemination of this memorandum is desired.



BUKIDNON STATE UNIVERSITY

Μαλαψβαλαψ Χιτω, Βυκιδνον, 8700, Τελ (088) 221 2237; Τελεφασ (088) 813-2717
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OFFICE OF THE PRESIDENT

SCHOLARSHIP CONTRACT

*A Special Place
For Teaching
And Learning.*

WHEREAS, the **BUKIDNON STATE UNIVERSITY**, City of Malaybalay, represented by the President/Officer in Charge, hereinafter referred to as the GRANTOR, is interested to grant graduate scholarship to school teachers and administrators in Mindanao under the BSU-DepEd Scholarship Program;

WHEREAS, (Name of Scholar) _____
(position/designation) _____ of (School/Division) _____
hereinafter referred to as the GRANTEE, is interested to avail of the scholarship and other privileges under the above-mentioned program;

WHEREFORE, the parties hereto concerned, upon mutual agreement, decided to consummate their interests subject to the following conditions;

A. FOR THE GRANTEE

1. That I will work for the Degree of _____
_____ at the Bukidnon State University for **one summer and two semesters**, effective 20____ to 20____ ;

2. That in the event that I will not finish/complete my degree during the 12-month period as stated above, I will refrain from studying in any other school to complete my studies unless given due permission by the Bukidnon State University;

3. That I will maintain an average grade not lower than 1.5 in every term/semester;

4. That I will diligently study my lessons so as to maintain satisfactory grades or to pass the comprehensive examination to qualify myself to enroll in thesis writing; that I will assume proper decorum compatible to that of a public official/employee or that of a government "scholar" throughout the training period; and speak well/promote the good cause of the BSU, DepEd and my division; that I will obey the roles and regulations of the University;

5. That during the scholarship period, I will consider the BSU as my **new official station** and as such I will devote my time to do my scholastic work and refrain from going home or visit any other place unless it is for an urgent reason and with due permission from the BSU;

6. That I will refrain from applying/accepting any other scholarship offer while this scholarship is in effect;

7. That I will return to my station upon the termination of my scholarship and put into practice or share the knowledge/expertise I have acquired from my training or to assist the BSU or DepEd in conducting inservice education programs/activities, if requested;

8. That I will defray other expenses in connection with my training not chargeable to the government or the Grantor and be able to advance expenses for stipends and books pending the release of funds by the government or BSU as provided for in this training program;

GRANTOR

GRANTEE

9. That I will reimburse the Republic of the Philippines, through the Department of Education and the Bukidnon State University, upon demand, in an amount equal to the total compensation and allowances paid to me during the period of my scholarship in the event that, through inexcusable neglect or circumstances within my control, I fail to abide by the terms set in this contract at any time during or after the period of my scholarship; and

10. That, if in the event that I stop my studies before the term ends, I shall immediately refund all the amount I received from Bukidnon State University, such as: tuition fees, stipend, book allowance, travel allowance, and other benefits.

B. FOR THE GRANTOR

1. That the Grantor will provide the Grantee with the following:

- a. Free matriculation, tuition, and other school fees;
- b. Monthly cash stipend of P _____;
- c. Yearly Book Allowance of P _____; and
- d. Allowance for actual travel expenses, for two ways only, between the Grantee's residence and the University;

2. That the Grantor will not be liable for any loss of the Grantee's property due to theft or other causes.

IN WITNESS WHEREOF, we have hereunto affixed our signatures this _____ day of _____, 20_____ at the Bukidnon State University, City of Malaybalay, Bukidnon, Philippines.

THE GRANTOR

BUKIDNON STATE UNIVERSITY

THE GRANTEE

(Scholar)

By:

DR. OSCAR B. CABAÑELEZ
President

SWORN STATEMENT

SUBSCRIBE AND SWORN TO before me this _____ day of _____ 20_____, both affiants exhibited their respective Residence Certificate, as follows:

THE GRANTOR

THE GRANTEE

Number _____

Date of Issue _____

Place of Issue _____

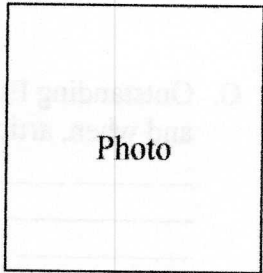
ROGERIO M. AMBA
Chief Administrative Officer

SEAL



BUKIDNON STATE UNIVERSITY

Malaybalay City, Bukidnon, 8700 Tel (088) 221 2237; Telefax (088) 813-2717
www.bsc.edu.ph



APPLICATION FORM

(For Graduate scholarship applicant)

Name: _____ Sex: _____ Civil Status _____ Ethnic Tribe: _____
 Date of Birth: _____ Age: _____ Place of Birth: _____
 Complete Home Address: _____
 Office/School Address: _____
 Region: _____ Division: _____ Religion: _____

Program/major Field of Preference: (Check only one)

- _____ Master of Arts in Education major in Educational Administration
- _____ Master of Arts in Education major in English Language Teaching
- _____ Master of Arts in Education major in Mathematics Education (Secondary)
- _____ Master of Arts in Education major in Mathematics Teaching (Elementary)
- _____ Master of Arts in Education major in General Science

A. Educational Qualification:

Basic Educational Qualification

<u>Degree Received</u>	<u>College/University</u>	<u>Major Field</u>	<u>Year Taken</u>
_____	_____	_____	_____
_____	_____	_____	_____

B. Civil Service/Board Examination(s) Passed:

<u>Name of Examination</u>	<u>Rating</u>	<u>Date & Place of Exam</u>
_____	_____	_____
_____	_____	_____

C. Educational Qualification:

<u>Inclusive Dates</u>	<u>Position Held</u>	<u>Division/Office</u>	<u>Total Yrs. Exp.</u>	<u>Salary</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

D. Honors/Awards Received or Earned (Give Description, Source & Date)

E. Inservice Training Participation (In Administration, Supervision, English, Science/Biology and Mathematics). Include only those on National and Regional levels.

<u>Name of Inservice</u>	<u>Place & Year</u>	<u>Delegate/Observer</u>	<u>Level</u>
_____	_____	_____	_____
_____	_____	_____	_____

F. Scholarship, Fellowship of Travel previously enjoyed:

<u>Nature of Field</u>	<u>Sponsoring Agency/Place & Year</u>	<u>Nature of Participation</u>	<u>Level (Int'l, Reg'l, Local)</u>
_____	_____	_____	_____
_____	_____	_____	_____

G. Outstanding Evidence of Educational Leadership (State position held or roles performed, where and when, articles/books written)

H. Performance Rating: (For the last two years)

<u>School Year</u>	<u>Numerical Rating</u>	<u>Adjective Rating</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

THIS IS TO CERTIFY that the information given above is true and correct. The following original/certified supporting papers are hereto attached: (put a check mark if the supporting paper needed is attached).

- _____ 1. Application Form (SAF-99)
- _____ 2. BPS Form 127 (Record of service and allied experiences)
- _____ 3. CS Form 212
- _____ 4. Original Transcript of Records (Certified Xerox copy)
- _____ 5. Weighted Average Computation Sheet(s) (Formula: multiply grade by credit and divide sum of products by sum of credits, group by semester or summer term)
- _____ 6. Performance Rating (Certified Xerox copy of at least two years)
- _____ 7. CSE/Board Examination Report of Rating (Certified Xerox copy)
- _____ 8. Schools Division Superintendent's written recommendation as to innovative ability, drive for achievement, and commitment to undertake a pilot project on any educational innovation.
- _____ 9. General Form No. 86 (Accomplished by a government physician)
- _____ 10. Government Physician certification on Non-Pregnancy (for married female applicants only)
- _____ 11. Very recent photo (2"x 2") attached to each application form.
- _____ 12. Special Order for Study Leave of Absent with full pay effective April 2017 to March 2018
- _____ 13. Certification of Consent by the Spouse
- _____ 14. Applicant's certification on pending nomination for other form scholarship, fellowship, training, etc. during the above-mentioned scholarship period.
- _____ 14. Psychological Exam Fee – P475.00 (Cashier)
- _____ 15. A Non-Refundable Application/Examination Fee of P400 (cash)

(Signature of Applicant Over
Printed Name)

RECOMMENDED:

Provincial/City Schools Superintendent

APPROVED:

Regional Director

(Note: All regional and division officers will be given a list of selected applicants.)