

THE GSIS SCHOLARSHIP PROGRAM FOR AY 2013-2014

1. ELIGIBILITY OF THE MEMBERS TO NOMINATE A SCHOLAR

All active and regular GSIS members at the time of application with premium payments for the last six (6) months and are permanent employees in the government with at least three (3) years of service and with salary grade of 24 or below or its equivalent job level are eligible to nominate their incoming college freshmen-dependents who have been accepted in a Higher Education Institution (HEI) with its own charter or a school qualified by the Commission on Higher Education (CHED) as Levels IV and III, Autonomous or Deregulated specified below:

Adamson University/ Adventist University of the Philippines/ Angeles University Foundation/ Asian Institute of Management/ Assumption College/ Ateneo University (Manila, Davao, Naga, Zamboanga)/ Baliuag University/ Bataan Peninsula State University/ Batangas State University/ Benguet State University/ Bicol University/ Bukidnon State University/ Bulacan State University/ Cagayan State University/ Camarines Sur Polytechnic College/ Capiz State University/ Catanduanes State College/ Cavite State University/ Cebu Doctors' University/ Cebu Institute of Technology/ Cebu Normal University/ Cebu Technological University/ Central Bicol State University of Agriculture/ Central Luzon State University/ Central Mindanao University/ Central Philippines University/ Centro Escolar University (Manila & Malolos), Colegio de Dagupan/ Davao Oriental State College of Science and Technology/ De La Salle University (Taft & Dasmariñas)/ Don Mariano Marcos Memorial State University/ Eastern Samar State University/ Eastern Visayas State University/ Far Eastern University/ Filamer Christian University/ Holy Angel University/ Holy Name University/ Ifugao State University/ Isabela State University/ Jose Rizal University/ Kalinga Apayao State College/ Leyte Normal University/ Liceo de Cagayan University/ Lorma Colleges/ Lyceum Northwestern University/ Lyceum of the Philippines University (Manila & Batangas)/ Manuel S. Enverga University Foundation/ Mapua Institute of Technology/ Mariano Marcos State University/ Mindanao State University/ Mindanao University of Science and Technology/ Miriam College Foundation/ Mt. Province State Polytechnic College/ Naval Institute of Technology/ Naval State University/ Negros Oriental State University/ Northwest Samar State University/ Notre Dame of Dadiangas University/ Notre Dame of Marbel University/ Notre Dame University/ Nueva Ecija University of Science and Technology/ Nueva Viscaya State University/ Our Lady of Fatima University/ Palawan State University/ Palompon Institute of Technology/ Pampanga Agricultural College/ Pangasinan State University/ Partido State University/ Philippine Normal University/ Polytechnic University of the Philippines/ Ramon Magsaysay Technological University/ Rizal Technological University/ Saint Louis University/ Samar State University/ Silliman University/ St. Joseph's College of QC/ St. Mary's University/ St. Michael's College of Laguna/ St. Paul University of the Philippines/ St. Paul University (Dumaguete & Manila)/ Sultan Kudarat State University/ Tarlac College of Agriculture/ Tarlac State University/ Technological Inst of the Philippines (QC & Manila)/ Technological University of the Philippines/ The Philippine Women's University/ Trinity University of Asia/ University of Antique/ University of Baguio/ University of Batangas/ University of Cordilleras/ University of Eastern Philippines/ University of Luzon/ University of Mindanao/ University of Negros Occidental-Recoletos/ University of Northern Philippines/ University of Perpetual Help System/ University of Regina Carmeli/ University of Rizal System/ University of San Carlos/ University of San Jose-Recoletos/ University of Southeastern Philippines/ University of Southern Mindanao/ University of St. La Salle/ University of St. Louis/ University of Sto. Tomas/ University of the East/ University of the Philippines/ University of the Visayas/ Visayas State University/ Wesleyan University of the Philippines/ Western Mindanao State University/ Western Philippines University/ Western Visayas College of Science and Technology/ West Visayas State University/ Xavier University

2. SYSTEM OF APPLICATION

Eligible GSIS members may secure an application form from any GSIS office or may download the same from the GSIS website (www.gsis.gov.ph).

Duly accomplished application forms must be submitted to the nearest GSIS office for processing together with the following:

- Certificate of employment of the member; and
- Certification from the school that the scholar-designee is accepted as an incoming college freshman this AY 2013-2014

The scholar-designee must be a child of the GSIS member and is allowed to be nominated once.

3. SELECTION PROCESS

A parent-member who meets the abovementioned qualifications and has the lowest annual basic salary based on GSIS Member Service Profile database shall be given priority.

The nominees shall be notified through phone, mail and/or text message of the result of the evaluation. The list of chosen scholars shall be posted in the GSIS website and published in at least one newspaper of general circulation.

4. NUMBER OF SCHOLARSHIP SLOTS

4.1 A total of **200 scholarship slots** shall be made available for the GSIS Scholarship Program for every year of implementation.

4.2 The number of slots per region shall be proportionate to its existing membership coverage per year. The slots designated for each region shall be filled up by scholars whose parents are assigned in that particular region.

5. SUBMISSION OF REQUIREMENTS

Scholars shall be given thirty (30) days from the first day of publication of the list of qualifiers in a newspaper of general circulation, within which to submit the following requirements at the nearest GSIS Office:

- Information Sheet with latest 2 x 2 I.D. pictures (2 pieces); and
- Enrollment Assessment Form (if already available)

Failure to submit said requirements within the given period shall render the grant as forfeited.

6. DURATION OF SCHOLARSHIP

The scholarship shall be **in force for the duration of the 4- or 5-year course chosen by the scholar**, unless earlier terminated due to failure of the scholar to comply with the GSIS Scholarship Program Terms and Conditions and/or the school's rules and regulations.

7. SCHOLARSHIP BENEFITS

A scholar shall be entitled to the following benefits during his/her 4- or 5-year course:

7.1 Actual cost of tuition and miscellaneous fees but not to exceed P20,000.00 per term (not to include summer classes but may include trimesters, provided that the course is finished within the regular duration prescribed by the school for that course);

7.2 A monthly stipend of P2,000.00.

8. PAYMENT OF BENEFITS

8.1 All payments of **benefits shall be coursed through the school** where the scholar is enrolled.

Any amount in excess of the maximum benefits provided above shall be borne by the scholar. The scholar has the option to receive his/her stipend either through the school or directly from the GSIS Central Office.

The scholar must submit to the GSIS Central Office within sixty (60) days, after each Term, the certified true copy of all his/her grades for the just concluded term together with the school billing statement and official receipts of the current term to Human Resources Administration Department (HRAD) for evaluation and processing. Failure to comply with the given 60-day requirement will automatically forfeit his/her claim for that billing period, unless a written notice stating the reason for the delay is submitted within the same period to HRAD for evaluation.

In case of reimbursement wherein payment of tuition and miscellaneous fees has already been made, the scholar shall be required to submit the original copy of official receipt together with the assessment/billing statement. In case the original copy of the registration form is not available, the scholar is required to submit a letter addressed to the HR Officer IV, HRAD, stating the reason why this could not be produced.

8.2 If the school determines that the scholar is no longer qualified to continue his/her studies in the University/College, the GSIS should be notified of such fact.

If the scholar is no longer qualified to continue his/her studies under the GSIS Scholarship Contract, a written notice thereof shall be issued to the scholar and his/her school relative to the termination of his/her scholarship grant.

9. SCHOLARSHIP TERMS & CONDITIONS

9.1 ENROLMENT

9.1.1 The scholar shall enroll in the term immediately following the award of the scholarship and every term thereafter, in any school identified in Section 1.

No deferment of enrolment shall be allowed, except for meritorious reasons such as but not limited to sickness, injury, transfer of residence or threat to security and safety, but only once during the course and subject to the approval of the GSIS and the school.

9.1.2 The scholar shall enroll in full load for each term, as prescribed by the curriculum of his/her chosen course.

Enrolment in a load less than the required load per term may be allowed, provided that the scholar shall graduate within the duration of the course.

9.1.3 The scholar may enroll in summer class, provided that the actual tuition and miscellaneous fees shall be at his/her expense. Likewise, monthly stipend shall not be provided.

9.2 SCHOLASTIC REQUIREMENT

To continue to be qualified for the scholarship, the scholar must meet the scholastic requirements set by the school.

9.3 SHIFTING OF COURSE

A scholar may be allowed to shift course only once either during the first or second year of his/her study due to meritorious reasons, subject to the approval of the GSIS, provided that the new course shall be finished within the duration of the original course. No extension shall be allowed.

9.4 TRANSFER OF SCHOOL

A scholar may be allowed to transfer to another school listed above, based on the following grounds only:

- Relocation of family; and
- Threat to security and safety.

However, the new course shall be finished within the 4- or 5-year duration of the original course. No extension shall be allowed.

9.5 OTHER SCHOLARSHIPS

The scholar may avail of another scholarship grant simultaneous with the GSIS scholarship, provided that the other scholarship grant shall be exhausted first and the GSIS shall only shoulder any remaining balance of the tuition and other miscellaneous fees (not to exceed P20,000.00 per term) and the stipend (not to exceed P2,000.00 per month).

10. SCHOLARSHIP CONTRACT

A Scholarship Contract shall be executed between the GSIS and the scholar (or his/her parent or guardian, if a minor).

11. LETTER OF GUARANTY

A Letter of Guaranty (LOG) shall be issued by the GSIS in favor of the school where the scholar is enrolled to guarantee payment of actual cost of tuition and miscellaneous fee but not to exceed P20,000.00 per term.

12. NON-TRANSFERABILITY OF SCHOLARSHIP

The scholarship grant awarded to a scholar is non-transferable.