

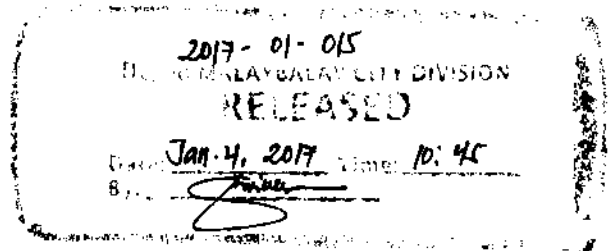


### DIVISION ADVISORY

**TO:** Chief Education Supervisors and Staff, SGOD and CID  
Public Elementary and Secondary School Heads  
All Others Concern  
This Division

**FROM:**   
**EDILBERTO L. OPLENARIA, CESO VI**  
Schools Division Superintendent

**DATE:** January 3, 2017



**SUBJECT: ANNOUNCING THE OPENING OF COMPETITIONS FOR THE 2017-2018 BUKIDNON STATE UNIVERSITY GRADUATE SCHOLARSHIP GRANTS FOR SCHOOL ADMINISTRATORS AND CLASSROOM TEACHERS IN MINDANAO**

1. For the information and guidance of all concerned, this Office hereby disseminates the herein enclosed Bukidnon State University Memorandum No. 099, s. 2016 dated December 22, 2016 re: **"Announcing the Opening of Competitions for the 2017-2018 Bukidnon State University Graduate Scholarship Grants for School Administrators and Classroom Teachers in Mindanao"** for your reference.
2. It is reiterated that:
  - 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.
  - Applicants shall use the application form hereto attached.
  - Assistance that will be given to each grantee will be: free tuition, 600.00 book allowance per term, 1,500.00 monthly stipend, reimbursement of one round trip ticket for the whole duration of scholarship.
  - Personal interview and written test shall also be administered to all applicants whose application papers have been duly approved by the Schools Division Superintendent and the Regional Director.
  - The schedule of the interview is on February 17 and 18, 2017, 8:00- 12:00 noon and 1:00-5:00 PM at Bukidnon State University main campus, Malaybalay City.
3. Interested applicants shall comply with the requirements and submit a letter of intent on or before January 23, 2017, attention: **FERDINAND V. MORTERA, SEPS-HRD.**
4. Immediate and wide dissemination of this advisory is highly desired.

Encl:  
As stated  
Copy furnished:  
Records Unit  
TO BE POSTED IN THE WEBSITE.



# BUKIDNON STATE UNIVERSITY

Fortich Street, Malaybalay City, Bukidnon, 8700  
Tel (088) 813-5661 to 5663; TeleFax (088)813-2717  
[www.buksu.edu.ph](http://www.buksu.edu.ph) - [bsupresoffice@gmail.com](mailto:bsupresoffice@gmail.com)

*A Special Place  
For Teaching  
and Learning.*

## OFFICE OF THE PRESIDENT

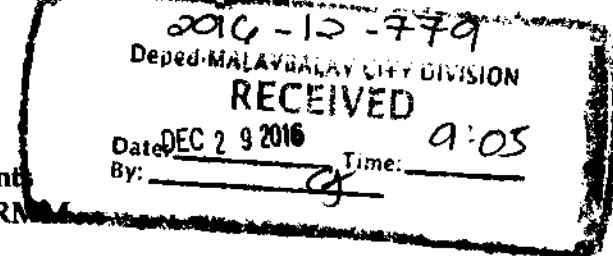
MEMORANDUM  
No. 099, S. 2016

TO : Schools Division Superintendents  
Regions IX, X, XI, XII, XIII & ARMM  
Department of Education

FROM : The University President

SUBJECT : **ANNOUNCING THE OPENING OF COMPETITIONS  
FOR THE 2017-2018 BUKIDNON STATE UNIVERSITY  
GRADUATE SCHOLARSHIP GRANTS FOR SCHOOL  
ADMINISTRATORS AND CLASSROOM TEACHERS IN  
MINDANAO**

December 22, 2016



1. Bukidnon State University announces the opening of competitions for the 2017-2018 DepEd-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.
2. 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.
3. 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.
4. 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.

5. 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 p.m.** at Bukidnon State University main campus, City of Malaybalay.
6. 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.**
7. 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.
8. It is requested that wide publicity of this Memorandum be made.



**DR. OSCAR B. CABAÑEZ**  
University President

Cc: DEPED Regional Directors  
Region IX, X, XI, XII, XIII & DEPED-ARMM

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:

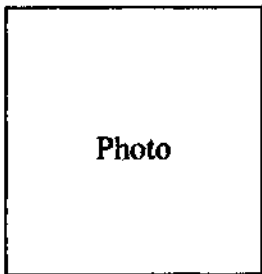
\_\_\_\_\_  
 Regional Director

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



# 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 &amp; 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 &amp; 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 &amp; Year</u> | <u>Nature of Participation</u> | <u>Level (Int'l, Reg'l, Local)</u> |
|------------------------|---|--------------------------------|------------------------------------|
| _____                  | _____                                     | _____                          | _____                              |
| _____                  | _____                                     | _____                          | _____                              |
| _____                  | _____                                     | _____                          | _____                              |



# BUKIDNON STATE UNIVERSITY

Μαλαψβαλαψ Χιτη, Βυκιδνον, 8700, Τελ (088) 221 2237; Τελεφαξ (088) 813-2717  
ωωω.βσχ.εδυ.πη.

## 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**

**THE GRANTEE**

BUKIDNON STATE UNIVERSITY

\_\_\_\_\_  
(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