

## Department of Education Region X-Northern Mindanao



Corner Don Carlos and Guingona Sts. Malaybalay City



**MEMORANDUM TO:** 

Secondary School Heads This Division

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FROM:

Schools Division Superintendent

DATE:

October 14, 2014

RE:

KABAYAN TEN OUTSTANDING PUBLIC SCHOOL STUDENTS (TOPS) AWARDS FOR SCHOOL YEAR (SY) 2014-2015

- Enclosed is DepEd Memorandum No. 110, s. 2014 re: Kabayan Ten Outstanding Public School Students (TOPS) Awards for School Year (SY) 2014-2015,
- Secondary Schools in this Division are enjoined to participate in the 2. Division Level Search which will be held on December 1, 2014, 9:00 o'clock in the morning at the Division Office Conference Hall.
- 3. School heads are encouraged to conduct a School Level Search following the criteria as enclosed.
- Deadline of submission of Documents in the Division Office will be on 4. November 28, 2014.



## Republic of the Philippines

## Department of Education

0.8 OCT 2014

DepEd MEMORANDUM **110**, s. 2014 No.

## KABAYAN TEN OUTSTANDING PUBLIC SCHOOL STUDENTS (TOPS) AWARDS FOR SCHOOL YEAR (SY) 2014-2015

Regional Directors To: Regional Secretary, ARMM Schools Division Superintendents Heads, Public Secondary Schools All Others Concerned

The Kabayan Noli De Castro Foundation Inc., in partnership with the Department of Education (DepEd) and SM Foundation Inc., is organizing the Kabayan Ten Outstanding Public School Students (TOPS) Awards for School Year (SY) 2014-2015 with the theme "Edukasyon Tugon sa Hamon ng Kahirapan."

#### 2. The Awards aim to:

- a. recognize poor but deserving public high school students who have shown exemplary performance in academic works and leadership;
- b. encourage the Filipino youth to excel and to lead the way towards genuine public service;
- c. give recognition to public secondary school students who, despite challenging circumstances, have achieved success in academic works or student-leadership through hardwork and perseverance, thereby serving as inspiration to others; and
- d. provide selected underprivileged public high school students full college scholarship grants.
- The awards, which consist of the Academic Excellence Award and Exemplary Leadership Award, are open to all presently enrolled fourth year public high school students varionwide. The Mechanics and Nomination Form are contained in Enclosure Nos. 1 and 2, respectively.
- All regional and division education supervisors/coordinators handling the Student Government Program (SGP) and/or Araling Panlipunan (AP) shall serve as the coordinators for these awards in their respective areas. They shall be fully supported and assisted by their respective offices. Likewise, the school heads (SHs) shall designate their department head or the teacher handling the SGP and/or AP as the school coordinator.
- All regional directors, schools division superintendents, and SHs are encouraged to give generous support to this activity. Expenses in this regard shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

- 6. All division offices are required to submit a Report-Certification on the dissemination of the Memorandum and the actual conduct of the screening and selection at the division level as well as the complete documents of the Division Winners, to the Office of the Undersecretary for Partnerships and External Linkages, 2<sup>nd</sup> Floor, Rizal Building I, Department of Education Central Office (DepEd CO), DepEd Complex, Meralco Avenue, Pasig City on or before December 19, 2014.
- 7. For more information, interested individuals may contact any of the following:

#### Atty. Jesse H. T. Andres

Kabayan Noli De Castro Foundation, Inc.

Telephone No.: (02) 834-1988

Email Address: kabayan.foundation@yahoo.com

## Ms. Carmen Linda Atayde

**Executive Director for Education** 

SM Foundation, Inc.

Telephone Nos.: (02) 552-7013 or (02) 831-1000 local 1494 to 1498

Email Address: scholarship@sm-foundation.org

## The Office of the Undersecretary for Partnerships and External Linkages

2nd Floor, Rizal Building I

Department of Education Central Office (DepEd CO)

DepEd Complex, Meralco Avenue, Pasig City Telephone Nos.: (02) 633-7207 or 637-4211

8. Immediate dissemination of this Memorandum is desired.

BR. ARMIN A. LUISTRO FSC

Secretary

Encls.:

As stated

Reference:

DepEd Memorandum No.: 198, s. 2013

To be indicated in the <u>Perpetual Index</u> under the following subjects:

PRIZES or AWARDS SCHOLARSHIPS SEARCH SECONDARY EDUCATION STUDENTS

SMA, <u>DM Kabayan</u> 0638-September 17/23, 2014

# 9<sup>th</sup> KABAYAN TEN OUTSTANDING PUBLIC SCHOOL STUDENTS AWARDS (TOPS) Managed by SM Foundation, Inc.

## **AWARDS MECHANICS**

#### I. RATIONALE

In 2006, Vice President Noli De Castro in cooperation with the Department of Education initiated "The Vice President Noli De Castro Academic Excellence and Exemplary Leadership Awards – Ten Outstanding Public School Students" or TOPS to recognize poor but deserving public high school students who have shown exemplary performance in academics and leadership despite experiencing hardship and other challenging circumstances in life. The awards program recognizes the outstanding achievements of the Filipino youth and their unwavering spirit which serve as inspiration to others.

For this year, the Kabayan Noli De Castro Foundation, Inc. again partner with SM Foundation, Inc. to provide assistance to underprivileged public high school students through full college scholarship grants.

#### II. CATEGORIES

The Awards will recognize outstanding performance in the following categories:

## A. Kabayan Academic Excellence Award

The Kabayan Academic Excellence Award shall be given to the student who has shown exemplary performance in academics, and has brought honor and prestige to the school through various academic-related competitions and contests recognizing his/her academic excellence.

There shall be four (4) winners in this category; one each from Luzon, Visayas, Mindanao and the National Capital Region.

## B. Kabayan Exemplary Leadership Award

The Kabayan Exemplary Leadership Award shall be given to the student who has shown active involvement in school organizations as an officer, particularly in the Supreme Student Government and other DepED-recognized clubs or organizations. The student must have implemented programs and projects and delivered services that benefit fellow students, the school and the community.

There shall be four (4) winners in this category; one each from Luzon, Visayas, Mindanao and the National Capital Region.

There will also be two (2) winners for the Kabayan Special Achievement Award which shall be judged solely by the National Level Search Committee from among the

forty (40) finalists and given to the students who have shown academic excellence or exemplary leadership despite experiencing extreme hardship and other challenging circumstances in life.

In both categories, the student must show by his/her own experience the values of hardwork, determination, honesty, integrity and dedication to public service and how these values contributed in achieving academic excellence and exemplary leadership.

## III. QUALIFICATIONS, REQUIREMENTS, SCREENING AND SELECTION PROCESS

## A. Qualifications

The nominees must meet the following qualifications:

## 1. General Qualifications

- a. Must be a graduating high school student currently enrolled in any public secondary school;
- b. Must not be more than twenty five (25) years of age;
- Must be a Filipino citizen with at least one (1) year residency in the district or area being represented;
- Must be of good moral character and not have been subjected to school disciplinary action;
- e. Must not have been charged of any crime involving moral turpitude;
- f. Must not have parents with a combined annual income of more than One Hundred Fifty Thousand Pesos (PhP150,000.00); and,
- g. Must not be related up to the fourth (4<sup>th</sup>) civil degree of consanguinity or affinity to any officer of the Kabayan Foundation, Inc. or SM Foundation, Inc. and partner organizations.

## 2. Specific Qualifications

## Kabayan Academic Excellence Award

- a. Consistent honor student from First Year to Fourth Year;
- b. Must not have grades lower than 80% in any subject;
- Must have a general weighted average of not lower than 88% considering all major subjects; and
- d. Must be active in extra-curricular and co-curricular activities.

## Kabayan Exemplary Leadership Award

a. Must be an officer of a club or organization duly recognized by the school or the Department of Education or other socio-civic organizations;

- Must have implemented significant programs and projects that benefited his/her fellow students, the school and the community; and,
- c. Must have no failing grades and with an average of at least 88% considering all major subjects.

## B. Requirements

The nominees must submit the following requirements:

1. Duly accomplished and signed Nomination Form

2. Recent 2x2 colored photo;

- Latest Income Tax Return and Affidavit of Parents or Guardian attesting to their annual income;
- Certification of Good Moral Standing from the School Principal;

5. Certification of Enrolment from the School Principal;

 Certified True Copy of Form 137/Transcript of Grades from First Year to Fourth Year (up to the second grading period only);

 Nomination Letter from the Section Adviser for the School Level Search; from the School Principal for the Division Level Search; from the Schools Division Superintendent for the National Level Search; and,

8. Photocopy of pertinent certificates and awards received, including pictures if available.

## C. Screening and Selection Process

The screening and selection process shall follow the following steps:

### School Level Search

- a. All public secondary schools shall have the free hand to organize their respective School Level Search Committee to determine their nominee for each of the categories for the Division Level Search.
- b. The School Level Search Committee shall be composed of not more than five (5) members as follows:

Chair

School Principal/Head

Vice Chair

Dep't Head/Teacher, Araling Panlipunan

Members

Dep't Head/Teacher, Values

Dep't Head/Teacher, Any Subject

President/Officer, PTA

- c. The School Level Search Committee shall certify as to the organization of a School Level Search Committee and as to the selection of the nominee for each of the categories. Such certification shall be contained in the nomination form itself.
- d. The winner in each category shall represent the school in the Division Level Search.

e. The nomination form, the requirements submitted and all documents which formed part of the selection process in the School Level Search shall all be forwarded to the DepED Division Office addressed to the Schools Division Superintendent c/o the Araling Panlipunan Supervisor/Coordinator or the Student Government Program Division Coordinator.

### 2. Division Level Search

a. Each Division shall organize its own Division Level Search Committee to determine their own nominee for each of the categories in the National Level Search composed of not more than five (5) members as follows:

Chair

Schools Division Superintendent

Vice Chair Members Assistant Schools Division Superintendent Araling Panlipunan Supervisor/Coordinator

Values Supervisor/Coordinator

Education Supervisor of Any Subject Area

- b. The Division Level Search Committee shall certify as to the organization of a Division Level Search Committee and as to the selection of the nominee for each of the categories. Such certification shall be contained in the nomination form itself.
- c. To give equal opportunity for and achieve representation of all the cities and provinces of the country, the winner in each category shall represent the Division in the National Level Search.
- d. The nomination form, the requirements submitted and all documents which formed part of the selection process in the Division Level Search shall all be forwarded to the Office of Undersecretary for Partnerships and External Linkages, DepED Complex, Meralco Avenue, Pasig City.

## 3. National Level Search

- a. The National Level Search Committee shall be chaired by Atty. Jesse H. T. Andres, representing the Kabayan Noli De Castro Foundation, Inc. This committee shall include representatives from the Department of Education, SM Foundation, Inc., and the Kabayan Noli De Castro Foundation, Inc.
- b. Out of the nominations from the DepED Division Offices, the National Level Selection Committee shall select at least forty (40) finalists distributed as follows:

Area	Academic	Leadership
Luzon Area	5	5
Visayas Area	5	5
Mindanao Area	5	5
NCR Area	5	5

- c. The forty (40) finalists shall be officially notified by the Kabayan Noli De Castro Foundation, Inc. and invited to a workshop per area where they shall be subjected to a panel interview by the National Level Search Committee and an essay-writing session as part of the final screening and selection process.
- d. From the forty (40) finalists, the National Level Search Committee shall select a total of ten (10) winners in accordance with Item II.

## IV. CRITERIA FOR JUDGING

The selection of the winners shall be based on the following criteria for judging:

## A. Kabayan Academic Excellence Award

1.	Academic Performance (First to Third Year up to the Second Grading Period of the Fourth Year)	-	30%
2.	Awards/Citations Received for Academic Achievements	-	20%
3.	Intellectual and Communication Skills	-	20%
4.	Involvement in Extra-Curricular		
	and Co-Curricular Activities	-	10%
5.	Special circumstances of poor but deserving student which render his/her achievement inspiring to others (i.e. the student should embody the values of Hardwork, Determination, Honesty and Integrity)	-	20%
			100%

100

## B. Kabayan Exemplary Leadership Award

1.	Leadership Performance	-	30%
2.	Involvement in Extra-Curricular		
	and Co-Curricular Activities	-	20%
3.	Personal Qualities, Character		
	and Communication Skills	-	20%
4.	Academic Performance	-	10%

 Special circumstances of poor deserving student which render his/her achievement inspiring to others (i.e. the student should embody the values of Hardwork, Determination, Honesty and Integrity) 20%

100%

## V. TIMETABLE

#### 2014

November 14 - Deadline of Submission of Nomination in the

School Level

November 17-18 - School Level Search

November 28 - Deadline of Submission of supporting

documents for winners in the School Level Search to

the Schools Division Superintendent

December 1-2 - Division Level Search

December 19 - Deadline of Submission of Winners in the Division

Level Search to National Level Search Committee through the Office of the Undersecretary for Partnerships and Linkages Usec. Mario A.

Deriquito

#### 2015

January 23-February 6 - Final Judging, Interview and Essay writing per area

January 23-25 - DepEd-National Educators Academy of the

Philippines, Davao City for Mindanao Finalists

January 30-February 1 - Ecotech Center, Sudlon, Lahug, Cebu City

for Visayas Finalists

February 5-7 - GSIS Main Office, Pasay City

for Luzon and NCR Finalists

February 13 - Notification of Awardees

March 16 - Awarding Ceremony

## VI. PRIZES

All the awardees shall receive the Kabayan Medal and Certificate, a cash award and full tuition fee, including miscellaneous fees, and monthly allowance for the entire duration of the college course.

#### VII. DISCLAIMER

- A. The Kabayan Noli de Castro Foundation, Inc. and the SM Foundation, Inc. reserve the right to use the awardees' names, addresses, nomination forms, photographs and illustrations in published material and advertising connected with the awards at no cost beyond the award given.
- B. By affixing one's signature on the official nomination form, the nominees authorize the Kabayan Noli de Castro Foundation, Inc., SM Foundation, Inc., and Department of Education to copy, reproduce or publish their nomination form and related materials, and any information obtained in the process of screening and evaluation for whatever legal purpose it may serve.
- C. Submitted material shall not be returned to the nominees.
- D. The organizers shall not be held liable for any inaccuracy, error or omission contained in any copy, reproduction or publication.
- E. The organizers' proceedings and deliberations during the screening and selection are confidential and shall not be disclosed.
- F. The organizers' decision is final and not subject to appeal or reconsideration.







## KABAYAN TEN OUTSTANDING PUBLIC SCHOOL STUDENTS AWARDS (TOPS)

Managed by SM Foundation, Inc.

Paste colored I.D. picture
taken within the last 6 months
(2 x 2)

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VI. EXTRA-CURRICULAR AND CO-CURRICULAR ACTIVITIES* (Start from most recent)			
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VIII. OTHER INFORMATION				
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C. FOR EXEMPLARY LEADERSHIP AWARD NOMINEES ONLY				
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D. HAVE YOU BEEN GRANTED A SCHOLARSHIP BY ANY ENTITY?				
☐ Yes ☐ No				
If yes, please give details				
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SECOND CHOICE:				
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LIST OF COURSES THAT MAY BE APPLIED FOR ARE THE FOLLOWING:  1. BS in Computer Science				
BS in Information Technology				
BS in Information Management				
BS in Electronics and Communications Engineering     DS in Communications				
BS in Computer Engineering     BS in Civil Engineering				
7. BS in Electrical Engineering				
8. BS in Mechanical Engineering				
BS in Elementary Education				
10. BS in Secondary Education major in Biology, Chemistry, Physics, Math	ematics, Englist			
11. BS in Accountancy, BSC or BSBA major in Accountancy				
LIST OF PARTNER SCHOOLS:	Remain			
LUZON NCR	Baquio 1. St. Louis University			
1. Adamson University	University of the Philippines, Baguio			
Asia Pacific Coflege	University of the Cordiferas			
3. Far Eastern University				
4. FEU - East Asia College	Pangasinan			
5. Jose Rizal University	1 Lyceum Northern Luzon			
6. National University 2. Lyosum Northwestern				
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11. Quezon City Polytechnic University				
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	3. University of Assumption			

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University of Perpetual Help, Calamba	University of San Jose Recoletos			
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4. La Consolacion College, Biffan	CHQ			
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4. San Sebastian College, Recoletos-Cavite	Technological University of the Philippines Visayas			
University of the Philippines-Los Baños     Description College	University of Negros Occidental-Recoletos			
6. Rogationist College	University of St. La Salte			
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Balangas	MINDANAO			
Betangas State University (Main, Nasugbu)	Davao			
University of Batangas	1. Ateneo de Davao University			
Lipa	2. Philippine Women's College, Davao			
Balangas State University, Lipa	3. University of Mindanao			
2. De La Salle Lipa	4. University of the Philippines, Mindanao			
3. Lipa City Colleges	5. University of South Eastern Philippines			
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REGULATION BY ANY COURT / TRIBUNAL?				
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X. ESSAY ON ACADEMIC OR LEADERSHIP PERFORM	MANCE			
A FOR ACADEMIC EXCELLENCE AWARD NOMINEES ONLY				
Please explain the highlights of your academic achievements as well a	as your significant participation in co-curricular activities.			
FOR EXEMPLARY LEADERSHIP AWARD NOMINEES ONLY				
lease explain the highlights of your achievements as an exemplary student leader & your significant involvement in extra-curricular activities.				
ESSAY ON STUDENT'S SPECIAL CIRCUMSTANCES				
Please explain your personal circumstances and how you deal with obstacles and challenges in a manner that your				
success and achievements can serve as an inspiration to others				
Please cite instances which show that you embody the values of honesty, integrity, determination, dedication to public service and hard work.				
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## ATTESTATION AND AUTHORIZATION

I attest to the truth of all the foregoing facts and the reproduce or publish my nomination form and all resourceding and evaluation for whatever legal ourpos above given information are proven to be false, I will approve	lated materials submitted, including a es it may serve without need for any	ny and all information obt compensation - ) understa	tamed in the process of
	Signature over Printed Name of Stu	dent	Date signed
	Signature over Printed Name of Par	rent/Guardian	Date signed
			Medical Company Company
man marine ( - 10) and deliberate	Name of Nominee	agyer yagiyya dalalala Par <del>incida D</del>	
	LETTER OF NOMINATION		
I hereby nominate the above-mentioned student for stated in the attached sheet.	r the Kabayan Ten Outstanding Publi	ic School Students Award	is for the reasons
Section Ad	TVISSY	Date	
LETTER	OF NOMINATION AND CERT	TEICATION	
Thereby naminate the above-mentioned student for stated in the attached sheet.	or the Kabayan Ten Outstanding Publ	ic School Students Awar	ds for the reasons
Truther certify that our school organized a School was solected as Nominee for the Division Lavel St		e above-mentioned stude	ol after due d <b>e</b> liberation
Chairman, School Leve	Search Committee	Date	*****
Le <i>T</i> YEA	OF NOMINATION AND CERT	RIFICATION	
hereby nominale the above-mentioned student f	or the Kabayan Ten Outstanding Pub	lic School Students Awar	ds for the reasons
stared in fin attached shert. I further certify that our division organized a Divisi was sciented as Nominee for the National Lettel \$		the above-mentioned sti.	ident after due deliberation
Chairman, Division Lev	el Search Committee	Date	
The National Lavel Search Committee retains the	right to decide on the Scholarship G	rantees.	