DIVISION ADVISORY
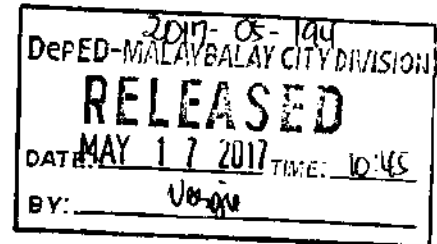
TO: Chief Education Supervisors and Staff, SGOD and CID
Public Elementary and Secondary School Heads
All Others Concern

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

DATE: May 16, 2017

DepED-MALAYBALAY CITY DIVISION
RELEASED
DATE: MAY 17 2017 TIME: 10:45
BY:

SUBJECT: GSIS Scholarship Program 2017

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1.   For information and guidance of all concerned, this Office hereby disseminates the herein letter from GSIS Re: GSIS Scholarship Program 2017 dated May 14, 2017 for your reference.

2.   Attached are the details of the Scholarship Program and application instructions.

3.   Interested applicants shall comply with the requirements and submit duly accomplished forms to the nearest GSIS Office for processing.

4.   Immediate and wide dissemination of this advisory is highly desired.

Encl:
    As stated
Copy furnished:
    Records Unit

TO BE POSTED IN THE WEBSITE.

DepED

DepEd Malaybalay City <malaybalay.city@deped.gov.ph>

FW: GSIS Scholarship Program 2017
1 message

Conwi, Rossini R. <rrconwi@gsis.gov.ph> Sun, May 14, 2017 at 8:19 PM
To: "adolf.aguilar@deped.gov.ph" <adolf.aguilar@deped.gov.ph>, "pau.depedcar@gmail.com" <pau.depedcar@gmail.com>,
"bacoor.city@deped.gov.ph" <bacoor.city@deped.gov.ph>, "clmt.calabarzon@yahoo.com" <clmt.calabarzon@yahoo.com>,
"up_imlos@gmail.com" <up_imlos@gmail.com>, "dasmarinas.city@deped.gov.ph" <dasmarinas.city@deped.gov.ph>,
"sanjosedelmonte.city@deped.gov.ph" <sanjosedelmonte.city@deped.gov.ph>, "region1@deped.gov.ph"
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"nueva.ecija@deped.gov.ph" <nueva.ecija@deped.gov.ph>, "sdo.muntinlupa@gmail.com" <sdo.muntinlupa@gmail.com>,
"gops@bulacan.gov.ph" <gops@bulacan.gov.ph>, "amlucas@tourism.gov.ph" <amlucas@tourism.gov.ph>,
"pto_laguna@yahoo.com" <pto_laguna@yahoo.com>, "tawitawi_vgmkahja@yahoo.com"
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"dilgcalabarzon@yahoo.com" <dilgcalabarzon@yahoo.com>, "dilg4a.lgmed@gmail.com" <dilg4a.lgmed@gmail.com>,
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"etpastor@dilg.gov.ph" <etpastor@dilg.gov.ph>, "anthonynuyda.dilg6@gmail.com" <anthonynuyda.dilg6@gmail.com>,
"rkburdeos@dilg.gov.ph" <rkburdeos@dilg.gov.ph>, "tayabas.city@deped.gov.ph" <tayabas.city@deped.gov.ph>,
"panoval@dilg.gov.ph" <panoval@dilg.gov.ph>, "dilg_r8@yahoo.com" <dilg_r8@yahoo.com>, "poabutazil@dilg.gov.ph"
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<info@deped.davaocity.ph>, "cagayndeoro.city@deped.gov.ph" <cagayndeoro.city@deped.gov.ph>,
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"action@depedcsfd.net" <action@depedcsfd.net>, "OCCMINDORO@hotmail.com" <OCCMINDORO@hotmail.com>,
"legazpi.city@deped.gov.ph" <legazpi.city@deped.gov.ph>, "deped_legazpicity@yahoo.com"
<deped_legazpicity@yahoo.com>, "catanduanes@deped.gov.ph" <catanduanes@deped.gov.ph>

Dear All

The Application period for the GSIS Scholarship Program for 2017 has begun and we would like to invite you and your officemates to join. (if qualified) This program is for GSIS members/permanent government employees.

Deadline of Submission is on June 9, 2017.

The GSIS Scholarship is a scholarship grant that started in 1998. This year the GSIS will grant yet again Php40,000.00 in tuition fees (for a year) and Php 3,000.00 monthly stipend to the scholars of our members who will be

FACTSHEET ON THE GSIS SCHOLARSHIP PROGRAM FOR AY 2017-2018

1. ELIGIBILITY OF THE MEMBERS TO NOMINATE A SCHOLAR

All active GSIS members [with premium payments for the last six (6) months] may nominate, provided that:

a. They are permanent employees in the government, who are regular GSIS members at the time of application, with at least three (3) years of service;

b. They are at salary grade (SG) 24 or below or its equivalent job level; and

c. They have incoming college freshmen-dependents or college student dependents in any year level[1] who are accepted in or taking up any 4- or 5-year course or in priority courses (Annex A) identified by the CHED, in a Higher Education Institution (HEI) with its own charter or a school qualified by the CHED as Levels IV and III, Autonomous or Deregulated (Annex B).

Likewise, all PTD pensioners who are below sixty (60) years of age may nominate their children for scholarship, with their last compensation to be used as basis for the selection process.

From hereon, PTD pensioners shall also be referred to as "members".

2. 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:

For all applicants:

a. Birth Certificate of dependent;

b. Certificate of employment of the member[2] *(not a requirement for PTD pensioner-applicants)*;

c. Certification from the school that the nominated scholar is accepted in any year level in college[3] during the current Academic Year[2];

Additional Requirements:

For PWD, IP and SP applicants:

d. Endorsement from the head of agency/office attesting to the veracity of claim that applicant belongs to abovementioned sectors; and government-issued authentication i.e., PWD ID from the local social welfare development office (LSWDO) or National Council on Disability Affairs; Certificate of Confirmation of Tribal Membership from the National Commission on Indigenous Peoples; and SP ID from LSWDO.

3. SCHOLARSHIP SLOTS

a. Four hundred (400) scholarship slots shall be awarded annually to qualified member-applicants with the lowest annual basic salary. The slots shall be allotted proportionately per region. These shall be based on the existing membership coverage per region, per year. The slots designated for each region shall be awarded to dependents whose parents are assigned in that particular region and who qualified under the following categories:

Category A	-	qualified applicants with dependents accepted in 4- or 5-year courses
Category B	-	qualified applicants with dependents accepted in 4- or 5-year CHED-identified priority courses

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[1] Qualified to apply only during K to 12 transition period from AY 2016-2017 to AY 2017-2018. The eligibility requirement shall revert to the original policy allowing only college freshman applicants in AY 2018-2019 onwards.

[2] See attached forms.

[3] This will be reverted to 1st year after transition period of K to 12 (effective AY 2018-2019).

b. Further, among the qualified applicants, the combined sectors of lowest-salaried PWD, IP, and SP applicants shall be assured of at least forty (40) slots out of the 400 slots.

c. In case slots allotted for a region are left unfilled due to the absence of qualified applicants in that area, they can be passed on to nominees from other regions that are most qualified for the slots (i.e., parent-member has the lowest annual basic salary).

4. SELECTION PROCESS

a. Applicants who meet the abovementioned qualifications and have the lowest annual basic salary shall be given priority.

b. All qualified applicants shall be ranked according to their annual basic salary based on GSIS Member Service Profile database.

c. The initial round of selection for the first 360 slots shall be based on the lowest annual basic salary observing the regional distribution of slots. Of the 360 slots, the first 200 shall be given to lowest-salaried Category B applicants. The remaining 160 shall be given to lowest-salaried applicants regardless of category.

d. Of the 360 qualified applicants, those coming from the combined sectors of PWD, IP, and SP shall be tagged. If at least 40 have been tagged as applicants from these sectors, the remaining 40 slots shall be filled by the lowest-salaried applicants regardless of category to complete the 400 slots. If not, the lowest-salaried PWD, IP, and SP applicants shall be prioritized for the remaining slots allotted for them, regardless of category or regional allocation.

e. If the applicant has qualified but dies prior to the release of the GSP results, the scholarship may be awarded to his/her dependent. The legal spouse or the guardian of the dependent, in case the deceased member-grantee is a widow/widower, may execute the scholarship contract in behalf of the deceased applicant.

f. In case applicants have the same annual basic salary, preference shall be given to the applicant with the longest length of service.

g. In case a member and his/her spouse both qualify, only one (1) slot shall be awarded to the family.

h. A member can only nominate one (1) scholar per academic year. However, a member may have more than one (1) child/dependent receiving scholarships at the same time, provided that the scholarships were granted in different school years.

i. A childless married or single member who will be chosen as a scholarship grantee may only avail of the scholarship once.

j. Moreover, in case a grantee does not submit requirements within thirty (30) days from the first day of publication of the list of qualifiers in a newspaper of general circulation, the slot shall be awarded to the next-in-rank qualified applicant from the same region, subject to the approval of the President and General Manager (PGM). Thereafter, the name of the next-in-rank awardee shall be posted in the GSIS website.

5. SUBMISSION OF REQUIREMENTS

Scholars shall be given thirty (30) days, from the first date 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:

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

Failure to submit said requirements within the given period shall render the grant 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 GSP Terms and Conditions and/or the school's rules and regulations.

7. SCHOLARSHIP BENEFITS

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

a. Actual cost of tuition and miscellaneous fees not to exceed Php40,000.00 per academic year, regardless of the number of terms (not to include summer classes and provided that the course is finished within the regular duration prescribed by the school for that 4- or 5-year course);

b. A monthly stipend of Php3,000.00; and

c. A scholar who graduates with Latin honor shall be awarded a monetary incentive of Php20,000.00 for cum laude, Php30,000.00 for magna cum laude or Php50,000.00 for summa cum laude.

7.2 All payments of benefits shall be coursed through the school where the scholar is enrolled. The scholar has the option to receive his/her stipend either through the school or directly from the GSIS Central Office.

7.3 Any amount in excess of the maximum benefits provided above shall be borne by the scholar.

7.4 The scholar must submit within sixty (60) days after enrollment the certified true copy of all his/her grades for the preceding term together with the school billing statement and official receipts of the current term to the GSIS Central Office or the nearest Branch Offices (BOs) for submission to CSAPRFD. CSAPRFD shall evaluate and process submitted requirements accordingly. The BOs shall monitor compliance of scholars under their area of jurisdiction. A scholar who fails to comply with said 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 academic year to CSAPRFD for evaluation.

7.5 In instances where payment of tuition and miscellaneous fees are initially paid by the scholar, reimbursement of expenses shall be processed upon submission of the original copy of the official receipt and assessment/billing statement. In case the original copy is not available, submission of a certified true copy of the form shall be required.

7.6 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.

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

7.8 If the scholar graduates with honors, he/she shall be required to submit the original or certified true copy of School Certification pertaining to honors received within six (6) months after graduation to the Officer IV, CSAPRFD, GSIS, Financial Center, Pasay City or to the Office of the Branch Manager of the nearest GSIS BO. Failure to comply within the given period will automatically forfeit his/her entitlement to monetary incentive unless a written notice stating the reason for delay is submitted within the same period to CSAPRFD for evaluation.

8. SCHOLARSHIP TERMS & CONDITIONS

8.1 ENROLMENT

a. The scholar shall enroll in the term immediately following the award of the scholarship and every term thereafter, in any school identified in Annex B.

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.

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

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

c. 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.

d. In case of delay in the release of results of GSP grantees, the member-grantee who deferred enrolment or enrolled his/her dependent in a non-accredited school and/or course not identified in Category A or B for the 1st semester/term due to financial difficulties may still be considered in the

program, provided that the member-grantee transfers his/her dependent to an accredited school not later than the 2nd semester/term of the same academic year and complete the course within the prescribed 4- or 5-year course program. Further, those considered under Category B can only enroll in CHED-identified priority courses. Otherwise, the scholarship grant shall be forfeited.

The scholar has to start as a new enrollee for that term, hence, the expenses incurred from the previous term will not be shouldered/reimbursed by the GSIS.

8.2 SCHOLASTIC REQUIREMENT

The scholar must meet the retention policy set by the school to continue being qualified for the scholarship.

8.3 SHIFTING OF COURSE

A scholar may be allowed to shift course only once up to his/her second year of study for meritorious reasons that shall be subject to the approval of the GSIS, provided that the scholar completes the course within the duration of the original course. Further, those considered under Category B can only shift to other CHED-identified priority courses. No extension shall be allowed.

8.4 TRANSFER OF SCHOOL

A scholar may be allowed to transfer to another school identified in Annex B, based on the following grounds only:

a. Relocation of family; and
b. Threat to security and safety.

However, the scholar shall be required to complete his/her course within the original 4- or 5- year duration of the scholarship contract. No extension shall be allowed.

8.5 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 Php40,000.00 per academic year, regardless of the number of terms) and the stipend (not to exceed Php3,000.00 per month).

9. SCHOLARSHIP CONTRACT

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

10. LETTER OF GUARANTEE

A Letter of Guarantee (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 fees but not to exceed Php40,000.00 per academic year, regardless of the number of terms.

11. NON-TRANSFERABILITY OF SCHOLARSHIP

The scholarship grant is non-transferable.

(DATE)

CERTIFICATE OF EMPLOYMENT

TO WHOM IT MAY CONCERN:

This is to certify that as appearing in the records of this Office, **Mr./Ms.** **(COMPLETE NAME)** is an employee of the **(COMPLETE AGENCY NAME)**, a **(AGENCY TYPE - GFI, GOCC, LGU, NG, etc.)**. He/she is holding the position of **(POSITION TITLE)** with Salary Grade **(SG/Job Level or SG equivalent)**. As such, he/she receives an annual basic salary of **(AMOUNT)**.

As a permanent employee since **(MONTH/DAY/YEAR)**, his/her length of service in the government is **(YEARS IN SERVICE)**. Based on records, Mr./Ms. (SURNAME) has premium payments for the last six (6) months.

This certification is being issued upon the request of Mr./Ms. **(SURNAME)** as a requirement for his/her application in the GSIS Scholarship Program for AY 2017-2018.

AGENCY AUTHORIZED OFFICER (i.e. Personnel Manager/HR Officer)
Position Title

(DATE)

CERTIFICATION

TO WHOM IT MAY CONCERN:

This is to certify that based on our records, Mr./Ms. **(COMPLETE NAME OF STUDENT)** is qualified to enroll or enrolled as **(YEAR LEVEL)** in **(COMPLETE COURSE TITLE)**, a **(COURSE DURATION)** year degree course for **(ACADEMIC YEAR)**.

This certification is being issued upon the request of Mr./Ms. **(SURNAME)** as a requirement for his/her application in the GSIS Scholarship Program for AY 2017-2018

AUTHORIZED SCHOOL OFFICER (i.e. Admission Officer/Registrar)
Position Title

**PASEGURUHAN NG MGA NAGLILINGKOD SA PAMAHALAAN
(GOVERNMENT SERVICE INSURANCE SYSTEM)**
Financial Center, Roxas Boulevard, Pasay City 1308

GSIS SCHOLARSHIP PROGRAM (GSP) FOR AY 2017-2018
Application Period: 10 April to 9 June 2017

1. 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 apply.
   Likewise, all Permanent Total Disability (PTD) pensioners who are below sixty (60) years of age may nominate their children for scholarship, with their last compensation to be used as basis for the selection process. From hereon, PTD pensioners shall also be referred to as "members".
2. The member is allowed to nominate one (1) scholar who meets the following qualifications:
   a. Must be a child of a member, including the child/dependent of solo parent-member as defined under The Solo Parents' Welfare Act or the dependent of a childless married or single member; and
   b. An incoming college freshman-dependent or a college student-dependent in any year level who is accepted in or taking up any 4- or 5-year course (Annex A) at schools identified by the Commission on Higher Education (CHED) in a Higher Education Institution (HEI) with its own charter or a school qualified by the CHED as Levels IV and III, Autonomous or Deregulated (Annex B).
3. Eligible members may secure an application and certification forms (see reverse portion) from any GSIS office or may download the same from the GSIS website (www.gsis.gov.ph).
4. For all applicants, please submit the following requirements to the nearest GSIS office for processing:
   a. Duly accomplished forms
   b. Dependent's Birth Certificate
5. For applicants with sectoral group affiliation, please submit the following additional requirements:
   a. Endorsement from the head of agency/office attesting to the veracity of claim that you belong to the sector you have checked
   b. Original/certified true copy of government-issued authentication, i.e. PWD ID from the local social welfare development office (LSWDO) or National Council on Disability Affairs; Certificate of Confirmation of Tribal Membership from National Commission on Indigenous Peoples; and SP ID from LSWDO.
6. Eligible GSIS members will be selected based on their annual basic salary and length of service.
7. The scholar shall be entitled to the following benefits during the 4- or 5-year course duration:
   a. Actual cost of tuition and miscellaneous fees not to exceed P40,000.00 per academic year, regardless of the number of terms (not to include summer classes and provided that the course is finished within the regular duration prescribed by the school for that 4- or 5-year course); and
   b. Monthly stipend of P3,000.00.
8. The scholarship grant is non-transferable.
9. Only those who complied with abovementioned requirements are qualified to apply.

GSIS SCHOLARSHIP PROGRAM AY 2017-2018 APPLICATION FORM

INSTRUCTIONS: Please print and complete all entries in capital letters and check the appropriate box. Attach birth certificate and other required documents.

Name of Member-Applicant _____ (LAST) _____ (FIRST) _____ (MIDDLE)

Complete Home Address _____

GSIS BP No. _____ **Date of Birth (mm/dd/yyyy)** _____ **Home Phone** _____

Mobile No _____ **Email Address** _____

Civil Status ☐ Single ☐ Married ☐ Separated   **GSIS Status** ☐ Active member ☐ PTD pensioner

Sectoral Group Affiliation *(if applicable):* ☐ Solo/Single parent(SP) ☐ Person with disability(PWD) ☐ Indigenous people *(IP)*

Agency Name _____ **Agency Address** _____

Type of Agency ☐ Nat'l Gov't ☐ LGU ☐ GFI ☐ GOCC **Others, pls. specify** _____

Office Phone No. _____ **Position** _____ **Years in Gov't Service** _____

Salary Grade (if based on job level, indicate equivalent salary grade) _____ **Annual Basic Salary** _____

Name of Spouse (if applicable) _____ (LAST) _____ (FIRST) _____ (MIDDLE)

Occupation _____ **Agency/Address** _____ **Mobile No.** _____

Name of Dependent _____ (LAST) _____ (FIRST) _____ (MIDDLE)

Relationship to the Member-Applicant _____ **Gender** _____ **Course Title** _____
Year Level this 1SemAY2017-2018 _____ **Course Duration** ☐ 4 yrs ☐ 5 yrs ☐ Others (indicate no. of years/months) _____
Month when semester would start: 1sem _____ 2sem _____

School Name _____ **Complete School Address Accepted/Enrolled** _____

_____ _____
Applicant's Signature over Printed Name   **Date Accomplished**

CHED-identified Priority Cours

INFORMATION TECHNOLOGY   SCIE
    Information Technology and Computing Studies
    Multimedia
    Animation
    Programming
    Computer Science
    Information System Management
    Bachelor in Library Science & Information
    System Major in System Analysis

AGRICULTURE AND RELATED FIELDS
    Agro-Forestry
    Agricultural Engineering
    Agribusiness/Management
    Agricultural Entrepreneurship   HEAL

    Agriculture
    Fisheries
    BS Food Technology
    Agricultural Economics

TEACHER EDUCATION MAJOR IN   ARTS
    Math
    Science
    Physics
    Chemistry
    Reading
    English   SOCI
    Educational Media/Technology
    Special Education
    Human Kinetics
    Physical Education and Sports Science
    Bachelor of Physical Education major in School PE
    Early Childhood Education   BUSI
    Environmental Planning (for teachers)
    MAPEH
    Music Education
    Art Education
    Health Education

ENGINEERING   ARCH
    Mechanical
    Electronics
    Communication
    Metallurgical/Mining
    Computer
    Biomedical
    Chemical
    Geodetic   MARI
    Electrical
    Meteorological
    Mining   COMI

NCE AND MATH
BS Math
BS Physics
BS Biology
BS Chemistry
BS Marine Biology/Science
BS Applied Physics
BS Geology
BS Earth Science
BS Applied Mathematics
BS Statistics/Applied Statistics
Atmospheric Science
Environmental Science

.TH SCIENCES
Pharmacy
Radiology Technology
Medical Technology
Physical Therapy
BS Nutrition

; AND HUMANITIES
Creative and Performing Arts
BS Religious Education
BS Philosophy
BS Theology

AL AND BEHAVIORAL SCIENCES
BS Psychology
BS Social Work
Human Development
Guidance and Counselling

NESS ADMINISTRATION AND RELATED COURSES
BS Accountancy
Business Data Outsourcing
Business Process Outsourcing
Construction Management
Tourism

HITECTURE
BS Architecture
Landscape Architecture
Interior Design
Environmental Planning
Fine Arts
Urban Planning

TIME
BS Marine Transportation

MUNICATION

Geological
Sanitary Engineering
Chemical Engineering
Industrial Engineering
Civil Engineering
Electronics and Communication Engineering
Petroleum Engineering
Bio Chemical Engineering

* The courses/fields listed herein may change, as determined by the Commission on Higher
* The GSIS shall cover 4- or 5-year courses only

BA Communication
BA Journalism
BA Broadcasting
BS Development Communication

Education (CHED)