

SCHOLARSHIP CONTRACT

The Government of the Philippines through the _____ represented by

(Agency/Office)

_____ with principal office at

(Head of Agency/Office)

_____, hereinafter referred to as the GRANTOR;
_____, of legal age, Filipino, single/married, presently residing at
_____, hereinafter called the GUARANTOR.

WITNESSETH :

That pursuant to the provision of E.O. 129 as amended and in consideration of the grant and acceptance by the GRANTEE of a scholarship/training award to undergo on official time a program entitled _____ from _____ to _____, 20__, the GRANTEE hereby agrees to fulfill the following terms and conditions :

1. That the GRANTEE shall keep up with the standards of the scholarship award;
2. That the GRANTEE shall conduct him/herself in a manner as not to bring disgrace or dishonor to him/herself and/or his/her country;
3. That the GRANTEE shall submit to the head of his/her Office, to the Department through the Special Committee on Scholarships (SCS) at the close of each quarter, term of semester, his/her official transcript of grades, certificate of performance or its equivalent;
4. That the GRANTEE must complete the course. He/she shall not be allowed to cancel or terminate his/her scholarship/training grant without justifiable reason and without giving prior notice to and getting the concurrence of the donor institution, his/her agency and the SCS;
5. That, if there is sufficient reason for the extension of the GRANTEE's original scholarship/training/award, he/she shall submit a formal request to his/her agency, with the justification and recommendation from his/her Program Adviser, six (6) months prior to the expiration of his/her travel authority/validity of the passport. It is understood the recommendation of the GRANTEE's agency to the SCS and upon the GRANTEE's execution of a supplementary training/scholarship contract covering the extension period;

6. That the GRANTEE shall return immediately to the Philippines and report to his/her office upon the completion or termination of his/her scholarship fellowship or training grant;
7. That the GRANTEE shall submit to the Office of the DILG Secretary, through the Central LGSC, head of his/her mother unit and the Special Committee on Scholarships – NEDA within thirty (30) days after his/her return to duty, a written report on his/her study/training with the recommendations as to application in the Philippine setting;
8. That the GRANTEE upon completion of training, shall submit to the Central LGSC and his/her mother unit, a Re-entry Plan or proposal for the application of newly applied skills or expertise, copy furnished the Office of the DILG Secretary and the Special Committee on Scholarships;
9. That the GRANTEE shall serve his/her office or any other government office or instrumentality for the period _____ year (s) as exigencies of the service require per Section 2 of EO 367;

10. That the GRANTEE accepts the value of the fellowship as follows :

a.	Transportation P (GOP, Local & International)	_____	+	_____
b.	Tuition fees & other fees	_____	+	_____
c.	Allowances (GOP & sponsor)	_____	+	_____
	Clothing	_____	+	_____
	Living/stipends	_____		
	Establishment	_____		
	Books	_____		
d.	Salaries, other emoluments and adjustments	_____		

	TOTAL	_____	+	_____

11. That should the GRANTEE fail to comply with the foregoing conditions through his/her control, he/she shall refund to his/her Office the amount defrayed by the Philippine Government and the sponsor as enumerated in the previous Section.

Proportionate refund shall be allowed, provided that the GRANTEE has served his/her office or agency at least 75% of his/her total service obligation;

12. That the GRANTEE shall have a guarantor as his/her co-maker or co-signor in this contract who shall assume full responsibility jointly and severally should he/she fail to comply with the conditions set forth.

IN WITNESS THEREOF, we have hereunder set out hands this _____ day of _____, 20____, at _____.

Head of Agency
(GOP Representative)

Grantee

Guarantor
(Relative of the Grantee)

Address : _____

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ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
PASIG CITY, METRO MANILA) S.S.

BEFORE ME, this _____ day of _____, 20__ in the City/Municipality of _____, Philippines, personally appeared _____, _____ with residence Certificate No. _____ issued at _____ on _____, _____, respectively, known to me to be the same persons who executed the foregoing instrument and they acknowledged to me that the same is their free act and deed.

IN WITNESS HEREOF, I have hereunto set my hand this _____ day of _____, 20____.