

	NAME	PURPOSE	DATE PROCESSED	
1	SITTIE JANIFFA U. UMPA	STUDY LEAVE APPLICATION	1/5/2024	
2	SITTIE SOHAILA U. UMPA	STUDY LEAVE APPLICATION	1/5/2024	
3	JOSEPHINE EVASCO	RETIREMENT	1/11/24	
4	HAROLD L. CHUA	RESIGNATION	1/15/24	
5	JONEIL B. MEDINA	ADVANCED PROFESSIONAL DEVELOPMENT PR	1/16/24	
6	JERRY B. CADILE	RESIGNATION	1/17/24	
7	RIZALINA G. GOMEZ	SABBATICAL LEAVE	1/17/24	
8	SITTIE RAINNIE BAUD	MATERNITY LEAVE	1/17/24	
9	CIEDELLE N. GRAGEDA	SICK LEAVE	1/18/24	
10	JORGEN GIL F. FOSGATE	JOB APPLICATION	1/23/24	
11	KAYCE MAYE MICHELLE D. CASAS	MATERNITY LEAVE	1/24/24	
12	GENEVIEVE D. BENEGRADO	MANDATORY RETIREMENT	1/25/24	
13	MA. VICTORIA R. CENIZA	SEPARATION	1/29/2024	
14	MA. VICTORIA R. CENIZA	GSIS REQUIREMENTS FOR CLAIMS	1/29/2024	
15	MARISSA D. LAGBAS	RETIREMENT	2/6/24	
16	SITTIE SHAIMA B. BANIAGA	MATERNITY LEAVE	2/7/24	
17	HELEN M. RARA	RETIREMENT	2/13/2024	
18	YOLANDA A. AVESTRUZ	RETIREMENT	2/13/2024	
19	MARY ANN S. SANDOVAL	SABBATICAL LEAVE APPLICATION	2/13/2024	
20	SHIELA MARIE A. VELAYO	CSC HONOR GRADUATE ELIGIBILITY	2/22/2024	
20	LYNDIE T. AQUE	MATERNITY LEAVE	2/23/2024	duplicate number
21	NEMESIO AMBA	MANDATORY RETIREMENT	2/23/2024	
22	JOSEPHINE I. MARIQUIT	MANDATORY RETIREMENT	2/26/2024	
23	RACHEL S. MANGUBAT	MANDATORY RETIREMENT	2/26/2024	
24	JESUSIMA V. SAMSON	MANDATORY RETIREMENT	3/8/2024	
25	NERISSA ADLAON	RETIREMENT	3/12/2024	
26	MARIA DISTRESSA G. BILLACURA	MATERNITY LEAVE	3/14/2024	
27	BAIMONA B. MACABAGO	GSIS CLAIMS	3/19/2024	
28	BAIMONA B. MACABAGO	MANDATORY RETIREMENT	3/19/2024	
29	MIKHAIL DON L. PATRIA	VACATION LEAVE WITH PAY	3/25/2024	
30	JIMMY V. SASAM	RETIREMENT	4/2/2024	
31	JILLY E. LABENDIA	MATERNITY LEAVE	4/8/2024	
32	MIKKA ANGELA S. AYTONA	MATERNITY LEAVE	4/18/2024	
33	FARIDAH B. LIWALUG	ANNUAL PRAISE AWARDS NOMINATION	4/23/2024	
34	BRIDGEL RODRIGUEZ PEÑOLA	NOMINATION FOR PRAISE AWARDS 2024	4/24/2024	
35	ELIZABETH EDAN ALBIENTO	MATERNITY LEAVE	5/8/2024	
36	JEAN S. TAYPA	GOOD MORAL CHARACTER CERT	5/10/2024	
37	EDMARIE ZOE J. GONZAGA	GOOD MORAL CHARACTER CERT	5/10/2024	
38	RUBELYN R. BARTOLATA	NOMINATION FOR PRAISE AWARDS 2024	5/14/2024	
39	MARIE ZOE H. CASTRO	CONSOLIDATION OF GSIS CLAIMS	5/14/2024	
40	LEONEVA G. CAWALING	NOMINATION FOR PRAISE AWARDS 2024	5/14/2024	
41	BAINORAH I. AMATE	NOMINATION FOR PRAISE AWARDS 2024	5/15/2024	
42	HAZRAT ALI O. MANDANGAN	NOMINATION FOR PRAISE AWARDS 2024	5/14/2024	
43	NORAINE M. TABAO	NOMINATION FOR PRAISE AWARDS 2024	5/14/2024	
44	LINDY LOU C. GAVIOLA	NOMINATION FOR PRAISE AWARDS 2024	5/15/2024	
45	JAYPEE S. YONGCO	NOMINATION FOR PRAISE AWARDS 2024	5/15/2024	
46	GERALD JAN DEMECILLO	NOMINATION FOR PRAISE AWARDS 2024	5/15/2024	
47	CHARLANE N. GABUTAN	NOMINATION FOR PRAISE AWARDS 2024	5/15/2024	
48	SITTIE AQUIZAH A. DUMARPA	NOMINATION FOR PRAISE AWARDS 2024	5/17/2024	
49	CALIXTO G. ELNAS, JR.	SUPPORT FOR CLEARANCE PURPOSES	5/21/2024	
50	SHEENA GEM A. HARUN	EMPLOYMENT	5/23/2024	
51	AUDREY MICHELLE KWAN	SUPPORT FOR TRANSFER OF EMPLOYMENT	5/24/2024	
52	SONNY BOY EDUAVE	CSC HONOR GRADUATE ELIGIBILITY	5/24/2024	
53	REYNALD P. KYAMKO	Psychologist Licensure Examinations	5/29/2024	
54	BERNIE CASERA	DEATH CLAIM BENEFITS	5/29/2024	
55	ALEAH L. MAROHOMSALIC	MATERNITY LEAVE	6/3/2024	
56	JUFFIL B. PAPOLONIAS	CSC HONOR GRADUATE ELIGIBILITY	6/4/2024	
57	ELENA M. BOBONGA	MANDATORY RETIREMENT	6/5/2024	
58	CORAZON T. BIONG	RETIREMENT	6/5/2024	
59	NAOMI T. PAYLAGA	LEAVE WITHOUT PAY	6/7/2024	
60	FLORIFE D. LIWANAG	GRADUATE STUDY SCHOLARSHIP	6/11/2024	
61	BERLYN M. TEAÑO	MATERNITY LEAVE	6/18/2024	
62	DONNAVIC DUMAPIAS	DOCTORATE APPLICATION	6/18/2024	
63	ASRIFAH S. MACOTE	SPECIAL LEAVE BENEFIT FOR WOMEN WORKEI	6/28/2024	
64	JAY ROME O. DE LOS SANTOS	STUDY LEAVE	7/1/2024	
65	AL JOHANI S. DITUCALAN	RESIGNATION	7/2/2024	
66	VICTORIA TARRANZA	RETIREMENT	7/4/2024	
67	LUZ A. BARI	RETIREMENT	7/4/2024	
68	JERAME BELOY	MATERNITY LEAVE	7/8/2024	
69	JOEL H. JOROLAN	APPLICATION FOR LEAVE	7/8/2024	
70	LEMUEL CLARK VELASCO	STUDY LEAVE	7/11/2024	

71	MARTHA JOY J. ABING	LEAVE OF ABSENCE	7/15/2024	
72	JOEL H. JOROLAN	RESIGNATION	7/17/2024	
73	ERIC T. LASCOÑA	RESIGNATION	7/23/2024	
74	RICARDO C. ENGUITO	OPTIONAL RETIREMENT	7/23/2024	
75	J-ROEL B. SEMILLA	SUTDY LEAVE ABROAD	7/31/2024	
76	SHINY ROSE S. NARIT	MATERNITY LEAVE	8/2/2024	
77	GAUDENCIO C. PETALCORIN, JR	SABBATICAL LEAVE APPLICATION	8/5/2024	
78	CESAR G. DEMAYO	MANDATORY RETIREMENT	8/6/2024	
79	RUBEN F. AMPARADO, JR	MANDATORY RETIREMENT	8/7/2024	
80	SANTIAGO R. EVASCO, JR.	MANDATORY RETIREMENT	8/8/2024	
81	JAUHARA FATIMA I. MACAKILING	MATERNITY LEAVE	8/13/2024	
82	REYNALOU B. LAGARE	MATERNITY LEAVE	8/13/2024	
83	AYRA CARIMA L. AGAKHAN	MATERNITY LEAVE	8/14/2024	
84	ALGEN SECUA	STUDY LEAVE	8/15/2024	
85	EMERITO B. BATARA	LEAVE PURPOSES	9/3/2024	
86	JAMES C. TALAROC	OPTIONAL RETIREMENT	9/3/2024	
87	REYNALDO B. TIOSEN	OPTIONAL RETIREMENT	9/6/2024	
88	JENNIFER JOYCE M. MONTEMAYOR	MATERNITY LEAVE	9/9/2024	
89	JOSEFINA M. TABUDLONG	MANDATORY RETIREMENT	9/11/2024	
90	JUNIL P. RARUGAL	AUSTRALIA AWARDS SCHOLARSHIP	9/19/2024	
91	JEHANAH M. SALIC	MATERNITY LEAVE	9/24/2024	
92	CORA E. LIM	MANDATORY RETIREMENT	10/1/2024	
93	STEPHEN C. FAJARDO	STUDY LEAVE ABROAD	10/9/2024	
94	BASILIO G. HORA	REHABILITATION LEAVE	10/4/2024	
51	MA. VICTORIA R. CENIZA	RETIREMENT AND FOR GSIS PENSION CLAIMS	10/15/2024	
53	THESA LUISMA L. VERGARA	2 MONTHS PERSONAL INTERNATIONAL TRAVEL	10/17/2024	
95	LIV DAWN O. CARUPO	SPECIAL LEAVE BENEFIT FOR WOMEN WORKER	10/17/2024	
96	CENIE V. MALABANAN	RETIREMENT	10/17/2024	
97	JULIUS P. LAGCAO	MSU-IIT CLEARANCE	10/21/2024	
98	BAINORAH I. AMATE	MATERNITY LEAVE	10/30/2024	
99	DIMA FRANCA T. APAO	OPTIONAL RETIREMENT	11/12/2024	
100	KRESIL JOY T. JERO	MATERNITY LEAVE	11/12/2024	
101	JUNIL P. RARUGAL	STUDY LEAVE (ABROAD)	11/13/2024	
102	HILTON J. AGUJA	OPTIONAL RETIREMENT	11/27/2024	
103	CIEDELLE N. GRAGEDA	MEDICAL LEAVE FROM NOV 25, 2024- JANUARY 27, 2025	12/4/2024	
104	SITTIE RAINNIE BAUD	TRANSFER OF AGENCY	12/11/2024	
repared by	 Rea Kate A. Mariquit Legal Assistant I			

Republic of the Philippines
Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
Iligan City

FELLOWSHIP AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Agreement made and entered into by and between:

MSU-ILIGAN INSTITUTE OF TECHNOLOGY, herein represented by its Chancellor, **PROF. ALIZEDNEY M. DITUCALAN, J.D., LL.M.**, of legal age, married, Filipino and with Office Address at Andres Bonifacio Avenue, Tibanga, Iligan City, hereinafter referred to as the “**GRANTOR**”,

-and-

LEMUEL CLARK P. VELASCO, Faculty, College of Computer Studies (CCS) of the MSU-Iligan Institute of Technology, of legal age, Filipino and with postal address at Door 9, Bonbat Residence Hall, White Plains, San Miguel, Iligan City, hereinafter referred to as the “**GRANTEE**,”

WITNESSETH:

WHEREAS, by virtue of Resolution No. 264, S. 2010 of the Board of Regents of the Mindanao State University, the GRANTOR is authorized to grant Fellowship awards as a privilege to faculty members of the University/Institute who shall be sent for advanced studies or training to leading Universities/Institutions in the Philippines and/ or abroad.

WHEREAS, the **GRANTEE** desires to avail of the fellowship/study leave grant;

NOW, THEREFORE, for and in consideration of the above premises, the **GRANTOR** has afforded unto the **GRANTEE**, and the **GRANTEE** has accepted a fellowship/study leave grant, subject to the following terms and conditions:

A. Responsibilities of the GRANTOR

1. The **GRANTOR** shall:

- a.) Issue a Special Order awarding to the **GRANTEE** this study leave grant;
- b.) Authorized the **GRANTEE** to avail of the study leave on full time basis;
and

c.) Continue to give the **GRANTEE**:

1. Official Leave;
2. Clothing and Book Allowance;
3. Monthly Salary and other mandated remuneration;
4. Visa Cost;
5. Monthly Stipend;
6. Round trip fare between Iligan and location of a Philippine International Airport nearest the place of study if not shouldered by the granting institution (return fare to be reimbursed at the end of the Academic Year upon presentation of used tickets.) and;
7. Medical Insurance if not covered by the granting institution.

B. Responsibilities/Obligations of the GRANTEE

1. The **GRANTEE** shall:

- a) Pursue a program leading to a **Doctorate in Industrial and Information Management at the National Chen Kung University in Taiwan on Full Grant**. He shall not change his field of specialization nor venue of his studies other than what is specified in the course he is pursuing and as stated in this Agreement. In case the GRANTEE shall shift to another program or transfer to another university he must seek first the approval of the GRANTOR stating the reasons for the transfer;
- b) The GRANTEE must have obtained admission/acceptance from the school;
- c) GRANTEE is required to carry 6 to 12 units per semester for all graduate courses. Any under loading/overloading shall be cleared immediately with the office of the Vice Chancellor for Academic Affairs;
- d) The grant is good for a maximum of two (2) years for a baccalaureate and masteral program and three (3) for a doctoral program. Beyond the period specified, the grantee may have to study without the Institute support;
- e) At the beginning of each semester, the GRANTEE is required to submit his certificate of matriculation for the purposes of monitoring under loading/overloading and/or change of program of study;
- f) At the end of each semester, the GRANTEE is required to submit his final grades for rating of their academic performance, which shall be the basis for the renewal of the grant or recall of the GRANTEE;
- g) Upon termination of the grant, the grantee shall serve at his official station for a period as stated in the return service provision of the scholarship grant.

2. Should the **GRANTEE** fail to finish or complete the degree due to resignation, voluntary retirement or fails to render return service, or for other causes within the control of the GRANTEE, the GRANTEE shall be liable to pay the Institute, within thirty (30) days from deferment of the study grant or fail to render return service, the amount equal to the total expenses incurred for his/her scholarship. It shall include all expenses incurred for his/her study and emoluments and salaries received, with 12% interest per annum computed from date of deferment or failure to render or complete return service. Should the return service not be completed due to the causes previously cited, the monetary equivalent shall be deducted from the total obligation to be paid. In case of failure to settle the account after the billing, a two (2%) percent per annum penalty shall be imposed. In no case shall the payment of refund be on installment basis.

A. Duration, Extension and Termination

1. The fellowship is hereby granted beginning August 1, 2024-July 31, 2025..

IN WITNESS WHEREOF, the parties have set their hands, this ____ day of _____2024, at Iligan City, Philippines.

**MINDANAO STATE UNIVERSITY-
Iligan Institute of Technology**

LEMUEL CLARK P. VELASCO
GRANTEE

PROF. ALIZEDNEY M. DITUCALAN, J.D., LL.M.,
GRANTOR

Signed in the presence of:

KIMBERLY ANNE P. VELASCO
Sister

KAREZZA MAE P. VELASCO
Sister

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally
appeared:

Name	Govt ID No.	Issued On/At
ALIZEDNEY M. DITUCALAN, J.D. LLM	<u>Phil. Passport No. P- 1356375 B</u>	<u>04 APRIL.2019/DFA CDO</u>
LEMUEL CLARK P. VELASCO	EMPLOYEE ID: 2010-041	MSU-IIT

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of Four (4) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date
and place first above mentioned.

Doc. No. __;
Page No. __;
Book No. __;
Series of 2024.

MINDANAO STATE UNIVERSITY-Iligan Institute of Technology
Iligan City

SURETYSHIP AGREEMENT

For

FELLOWSHIP AGREEMENT

This agreement executed at Iligan City, Philippines, jointly and severally, by **KIMBERLY ANNE P. VELASCO**, Filipino, of legal age, with residence and postal address at P-1 Datu Panas, Buug, Zamboanga Sibugay and **KAREZZA MAE P. VELASCO**, Filipino, of legal age, with residence address Prk. 1 Datu Panas, Buug, Zamboanga Sibugay, hereinafter referred to as **SURETY**, IN FAVOR OF MSU-IIT, a government institution of higher learning created under Republic Act. No. 5363, with principal office at Andres Bonifacio Ave., Tibanga, Iligan City, Philippines and hereinafter referred to as **MSU-IIT**.

WITNESSETH

WHEREAS, **LEMUEL CLARK P. VELASCO** hereinafter referred to as **ASSOCIATE PROFESSOR III**, a Faculty of MSU-IIT, entered into with MSU-IIT, a SCHOLARSHIP AGREEMENT on August 1, 2024, to which this Suretyship Agreement is appended as ANNEX A;

WHEREAS, MSU-IIT requires that the due and faithful performance of said SCHOLARSHIP AGREEMENT be underwritten by a surety;

NOW, THEREFORE, for and in consideration of the foregoing, the undersigned SURETY, jointly and severally with the PRINCIPAL, hereby guarantee and warrant to MSU-IIT, that the PRINCIPAL shall comply with and perform all the stipulations in the said SCHOLARSHIP AGREEMENT, and that if for any reason the PRINCIPAL fails to comply therewith, the SURETY hereby bind themselves jointly and severally with the PRINCIPAL:

To reimburse MSU-IIT in full such amount or amounts as may have been defrayed for the PRINCIPAL's tuition fee and all other expenses incurred by MSU-IIT plus a TWELVE PERCENT (12%) interest at the time of the breach or revocation of the aforesaid SCHOLARSHIP AGREEMENT and in case either during the life of the AGREEMENT of the PRINCIPAL.

The liability of the SURETY under this Agreement shall be solidary, direct and immediate and not contingent upon the pursuit by MSU-IIT of whatever remedies it may have against the PRINCIPAL, and the SURETY shall, at anytime on demand, pay to MSU-IIT whatever amount is owing from the PRINCIPAL to MSU-IIT to the extent above stated.

This instrument is intended to be a complete and full indemnity to MSU-IIT the extent above stated, for any indebtedness or liability by the PRINCIPAL to MSU-IIT arising from the SCHOLARSHIP AGREEMENT dated April 2023. It shall be valid and binding until the PRINCIPAL shall have complied with all his/her obligations under the said Fellowship Agreement.

IN WITNESS WHEREOF, the SURETIES have hereunto set their hands at _____ this _____ day of _____, 2024.

- 1. **KIMBERLY ANNE P. VELASCO**
 Surety

- 2. **KAREZZA MAE P. VELASCO**
 Surety

SIGNED IN THE PRESENCE OF:

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally appeared:

Name	Govt ID No.	Issued On/At
KIMBERLY ANNE P. VELASCO	DRIVER’S LICENSE # J05-20-003597	BUUG, ZAMBOANGA SIBUGAY
KAREZZA MAE P. VELASCO	DRIVER’S LICENSE # J05-20-003598	BUUG, ZAMBOANGA SIBUGAY

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of two (2) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date and place first above mentioned.

Doc. No. ____;
Page No. ____;
Book No.____;
Series of 2024.

Republic of the Philippines
Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
Iligan City

FELLOWSHIP AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Agreement made and entered into by and between:

MSU-ILIGAN INSTITUTE OF TECHNOLOGY, herein represented by its Chancellor, **PROF. ALIZEDNEY M. DITUCALAN, J.D., LL.M.**, of legal age, married, Filipino and with Office Address at Andres Bonifacio Avenue, Tibanga, Iligan City, hereinafter referred to as the “**GRANTOR**”,

-and-

ALGEN SECULA, Faculty, College of Engineering (COE) of the MSU-Iligan Institute of Technology, of legal age, Filipino and with postal address at Zone 4 Kabacsanan, Iligan City, hereinafter referred to as the “**GRANTEE**,”

WITNESSETH:

WHEREAS, by virtue of Resolution No. 264, S. 2010 of the Board of Regents of the Mindanao State University, the GRANTOR is authorized to grant Fellowship awards as a privilege to faculty members of the University/Institute who shall be sent for advanced studies or training to leading Universities/Institutions in the Philippines and/ or abroad.

WHEREAS, the **GRANTEE** desires to avail of the fellowship/study leave grant;

NOW, THEREFORE, for and in consideration of the above premises, the **GRANTOR** has afforded unto the **GRANTEE**, and the **GRANTEE** has accepted a fellowship/study leave grant, subject to the following terms and conditions:

A. Responsibilities of the GRANTOR

1. The **GRANTOR** shall:

- a.) Issue a Special Order awarding to the **GRANTEE** this study leave grant;
- b.) Authorized the **GRANTEE** to avail of the study leave on full time basis;
and

c.) Continue to give the **GRANTEE**:

1. Salary and Other remuneration;
2. Monthly Stipend;
3. Tuition and other fees (per bill sent to the Institute);
4. Book Allowance/trimester; and.
5. Thesis Allowance

B. Responsibilities/Obligations of the GRANTEE

1. The **GRANTEE** shall:

- a) Pursue a program leading to a **Master of Science in Materials Science Engineering at Mindanao State University-Iligan Institute of Technology (MSU-IIT) on Full Grant**. He shall not change his field of specialization nor venue of his studies other than what is specified in the course he is pursuing and as stated in this Agreement. In case the GRANTEE shall shift to another program or transfer to another university he must seek first the approval of the GRANTOR stating the reasons for the transfer;
- b) The GRANTEE must have obtained admission/acceptance from the school;
- c) GRANTEE is required to carry 6 to 12 units per semester for all graduate courses. Any under loading/overloading shall be cleared immediately with the office of the Vice Chancellor for Academic Affairs;
- d) The grant is good for a maximum of two (2) years for a baccalaureate and masteral program and three (3) for a doctoral program. Beyond the period specified, the grantee may have to study without the Institute support;
- e) At the beginning of each semester, the GRANTEE is required to submit his certificate of matriculation for the purposes of monitoring under loading/overloading and/or change of program of study;
- f) At the end of each semester, the GRANTEE is required to submit his final grades for rating of their academic performance, which shall be the basis for the renewal of the grant or recall of the GRANTEE;
- g) Upon termination of the grant, the grantee shall serve at his official station for a period as stated in the return service provision of the scholarship grant.

2. Should the **GRANTEE** fail to finish or complete the degree due to resignation, voluntary retirement or fails to render return service, or for other causes within the control of the GRANTEE, the GRANTEE shall be liable to pay the Institute, within thirty (30) days from deferment of the study grant or fail to render return service, the amount equal to the total expenses incurred for his/her scholarship. It shall include all expenses incurred for his/her study and

emoluments and salaries received, with 12% interest per annum computed from date of deferment or failure to render or complete return service. Should the return service not be completed due to the causes previously cited, the monetary equivalent shall be deducted from the total obligation to be paid. In case of failure to settle the account after the billing, a two (2%) percent per annum penalty shall be imposed. In no case shall the payment of refund be on installment basis.

A. Duration, Extension and Termination

1. The fellowship is hereby granted beginning August 1, 2024-December 31, 2024.

IN WITNESS WHEREOF, the parties have set their hands, this ____ day of _____2024, at Iligan City, Philippines.

**MINDANAO STATE UNIVERSITY-
Iligan Institute of Technology**

ALGEN SECULA
GRANTEE

PROF. ALIZEDNEY M. DITUCALAN, J.D., LL.M.,
GRANTOR

Signed in the presence of:

LEONILA H. SECULA
Mother

ALFIE S. NARCISO
Brother

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally
appeared:

Name	Govt ID No.	Issued On/At
ALIZEDNEY M. DITUCALAN, J.D. LLM	<u>Phil. Passport No. P- 1356375 B</u>	<u>04 APRIL.2019/DFA CDO</u>
ALGEN SECULA	EMPLOYEE ID: 2019-023	MSU-IIT

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of Four (4) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date and place first above mentioned.

Doc. No. __;
Page No. __;
Book No. __;
Series of 2024.

MINDANAO STATE UNIVERSITY-Iligan Institute of Technology
Iligan City

SURETYSHIP AGREEMENT

For

FELLOWSHIP AGREEMENT

This agreement executed at Iligan City, Philippines, jointly and severally, by **LEONILA H. SECULA**, Filipino, of legal age, with residence and postal address at Zone 4 Kabacsanan, Iligan City and **ALFIE S. NARCISO**, Filipino, of legal age, with residence address Zone 4 Kabacsanan, Iligan City, hereinafter referred to as **SURETY**, IN FAVOR OF MSU-IIT, a government institution of higher learning created under Republic Act. No. 5363, with principal office at Andres Bonifacio Ave., Tibanga, Iligan City, Philippines and hereinafter referred to as **MSU-IIT**.

WITNESSETH

WHEREAS, **ALGEN SECULA** hereinafter referred to as **ASSOCIATE INSTRUCTOR III**, a Faculty of MSU-IIT, entered into with MSU-IIT, a SCHOLARSHIP AGREEMENT on August 1, 2024, to which this Suretyship Agreement is appended as ANNEX A;

WHEREAS, MSU-IIT requires that the due and faithful performance of said SCHOLARSHIP AGREEMENT be underwritten by a surety;

NOW, THEREFORE, for and in consideration of the foregoing, the undersigned SURETY, jointly and severally with the PRINCIPAL, hereby guarantee and warrant to MSU-IIT, that the PRINCIPAL shall comply with and perform all the stipulations in the said SCHOLARSHIP AGREEMENT, and that if for any reason the PRINCIPAL fails to comply therewith, the SURETY hereby bind themselves jointly and severally with the PRINCIPAL:

To reimburse MSU-IIT in full such amount or amounts as may have been defrayed for the PRINCIPAL's tuition fee and all other expenses incurred by MSU-IIT plus a TWELVE PERCENT (12%) interest at the time of the breach or revocation of the aforesaid SCHOLARSHIP AGREEMENT and in case either during the life of the AGREEMENT of the PRINCIPAL.

The liability of the SURETY under this Agreement shall be solidary, direct and immediate and not contingent upon the pursuit by MSU-IIT of whatever remedies it may have against the PRINCIPAL, and the SURETY shall, at anytime on demand, pay to MSU-IIT whatever amount is owing from the PRINCIPAL to MSU-IIT to the extent above stated.

This instrument is intended to be a complete and full indemnity to MSU-IIT the extent above stated, for any indebtedness or liability by the PRINCIPAL to MSU-IIT arising from the SCHOLARSHIP AGREEMENT dated April 2023. It shall be valid and binding until the PRINCIPAL shall have complied with all his/her obligations under the said Fellowship Agreement.

IN WITNESS WHEREOF, the SURETIES have hereunto set their hands at _____ this _____ day of _____, 2024.

1. **LEONILA H. SECULA**
 Surety

2. **ALFIE S. NARCISO**
 Surety

SIGNED IN THE PRESENCE OF:

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally appeared:

Name	Govt ID No.	Issued On/At
LEONILA H. SECULA	OSCA CONTROL #: 4122	ILIGAN CITY
ALFIE S. NARCISO	PRC ID #: 0015661	PRC CDO

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of two (2) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date and place first above mentioned.

Doc. No. ____;
Page No. ____;
Book No.____;
Series of 2024.

Republic of the Philippines
Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
Iligan City

FELLOWSHIP AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Agreement made and entered into by and between:

MSU-ILIGAN INSTITUTE OF TECHNOLOGY, herein represented by its Chancellor, **PROF. ALIZEDNEY M. DITUCALAN, J.D., LL.M.**, of legal age, married, Filipino and with Office Address at Andres Bonifacio Avenue, Tibanga, Iligan City, hereinafter referred to as the “**GRANTOR**”,

-and-

J-ROEL B. SEMILLA, Faculty, College of Education (CED) of the MSU-Iligan Institute of Technology, of legal age, Filipino and with postal address at Tibanga, Iligan City, hereinafter referred to as the “**GRANTEE**,”

WITNESSETH:

WHEREAS, by virtue of Resolution No. 264, S. 2010 of the Board of Regents of the Mindanao State University, the GRANTOR is authorized to grant Fellowship awards as a privilege to faculty members of the University/Institute who shall be sent for advanced studies or training to leading Universities/Institutions in the Philippines and/ or abroad.

WHEREAS, the **GRANTEE** desires to avail of the fellowship/study leave grant;

NOW, THEREFORE, for and in consideration of the above premises, the **GRANTOR** has afforded unto the **GRANTEE**, and the **GRANTEE** has accepted a fellowship/study leave grant, subject to the following terms and conditions:

A. Responsibilities of the GRANTOR

1. The **GRANTOR** shall:

- a.) Issue a Special Order awarding to the **GRANTEE** this study leave grant;
- b.) Authorized the **GRANTEE** to avail of the study leave on full time basis;
and

c.) Continue to give the **GRANTEE**:

1. Official leave;
2. Clothing and Book Allowance;
3. Monthly Salary and other mandated remuneration;
4. Visa Cost;
5. Monthly Stipend;
6. Round trip fare between Iligan and location of a Philippine International airport nearest the place of study if not shouldered by the granting Institution (return fare to be reimbursed at the end of the Academic Year upon presentation of used tickets);
7. Medical Insurance if not covered by the granting Institution.

B. Responsibilities/Obligations of the GRANTEE

1. The **GRANTEE** shall:

- a) Pursue a program leading to a **Doctor of Philosophy in Educational Sciences degree at the Katholieke Universiteit Leuven in Belgium with VLIR-OUS Scholarship on Full Grant**. He shall not change his field of specialization nor venue of his studies other than what is specified in the course he is pursuing and as stated in this Agreement. In case the GRANTEE shall shift to another program or transfer to another university he must seek first the approval of the GRANTOR stating the reasons for the transfer;
- b) The GRANTEE must have obtained admission/acceptance from the school;
- c) GRANTEE is required to carry 6 to 12 units per semester for all graduate courses. Any under loading/overloading shall be cleared immediately with the office of the Vice Chancellor for Academic Affairs;
- d) The grant is good for a maximum of two (2) years for a baccalaureate and masteral program and three (3) for a doctoral program. Beyond the period specified, the grantee may have to study without the Institute support;
- e) At the beginning of each semester, the GRANTEE is required to submit his certificate of matriculation for the purposes of monitoring under loading/overloading and/or change of program of study;
- f) At the end of each semester, the GRANTEE is required to submit his final grades for rating of their academic performance, which shall be the basis for the renewal of the grant or recall of the GRANTEE;
- g) Upon termination of the grant, the grantee shall serve at his official station for a period as stated in the return service provision of the scholarship grant.

2. Should the **GRANTEE** fail to finish or complete the degree due to resignation, voluntary retirement or fails to render return service, or for other causes within the control of the GRANTEE, the GRANTEE shall be liable to pay the Institute, within thirty (30) days from deferment of the study grant or fail to render return service, the amount equal to the total expenses incurred for his/her scholarship. It shall include all expenses incurred for his/her study and emoluments and salaries received, with 12% interest per annum computed from date of deferment or failure to render or complete return service. Should the return service not be completed due to the causes previously cited, the monetary equivalent shall be deducted from the total obligation to be paid. In case of failure to settle the account after the billing, a two (2%) percent per annum penalty shall be imposed. In no case shall the payment of refund be on installment basis.

A. Duration, Extension and Termination

1. The fellowship is hereby granted beginning August 1, 2024-July 31, 2025.

IN WITNESS WHEREOF, the parties have set their hands, this ____ day of _____2024, at Iligan City, Philippines.

**MINDANAO STATE UNIVERSITY-
Iligan Institute of Technology**

J-ROEL B. SEMILLA
GRANTEE

PROF. ALIZEDNEY M. DITUCALAN, J.D., LLM,
GRANTOR

Signed in the presence of:

MIZPAYNE B. SEMILLA
Sister

NIEZRAIM S. BONILLA
Brother

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally
appeared:

Name	Govt ID No.	Issued On/At
ALIZEDNEY M. DITUCALAN, J.D. LLM	<u>Phil. Passport No. P- 1356375 B</u>	<u>04 APRIL.2019/DFA CDO</u>
J-ROEL B. SEMILLA	EMPLOYEE ID: 2016-273	MSU-IIT

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of Four (4) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date
and place first above mentioned.

Doc. No. __;
Page No. __;
Book No. __;
Series of 2024.

MINDANAO STATE UNIVERSITY-Iligan Institute of Technology
Iligan City

SURETYSHIP AGREEMENT

For

FELLOWSHIP AGREEMENT

This agreement executed at Iligan City, Philippines, jointly and severally, by **MIZPAYNE B. SEMILLA**, Filipino, of legal age, with residence and postal address at Jimenez, Misamis Occidental and **NIEZRAIM S. BONILLA**, Filipino, of legal age, with residence address Jimenez, Misamis Occidental, hereinafter referred to as **SURETY**, IN FAVOR OF MSU-IIT, a government institution of higher learning created under Republic Act. No. 5363, with principal office at Andres Bonifacio Ave., Tibanga, Iligan City, Philippines and hereinafter referred to as **MSU-IIT**.

WITNESSETH

WHEREAS, **J-ROEL B. SEMILLA** hereinafter referred to as **ASSISTANT PROFESSOR IV**, a Faculty of MSU-IIT, entered into with MSU-IIT, a **SCHOLARSHIP AGREEMENT** on August 1, 2024, to which this Suretyship Agreement is appended as ANNEX A;

WHEREAS, MSU-IIT requires that the due and faithful performance of said **SCHOLARSHIP AGREEMENT** be underwritten by a surety;

NOW, THEREFORE, for and in consideration of the foregoing, the undersigned **SURETY**, jointly and severally with the **PRINCIPAL**, hereby guarantee and warrant to MSU-IIT, that the **PRINCIPAL** shall comply with and perform all the stipulations in the said **SCHOLARSHIP AGREEMENT**, and that if for any reason the **PRINCIPAL** fails to comply therewith, the **SURETY** hereby bind themselves jointly and severally with the **PRINCIPAL**:

To reimburse MSU-IIT in full such amount or amounts as may have been defrayed for the **PRINCIPAL**'s tuition fee and all other expenses incurred by MSU-IIT plus a **TWELVE PERCENT (12%)** interest at the time of the breach or revocation of the aforesaid **SCHOLARSHIP AGREEMENT** and in case either during the life of the **AGREEMENT** of the **PRINCIPAL**.

The liability of the **SURETY** under this Agreement shall be solidary, direct and immediate and not contingent upon the pursuit by MSU-IIT of whatever remedies it may have against the **PRINCIPAL**, and the **SURETY** shall, at anytime on demand, pay to MSU-IIT whatever amount is owing from the **PRINCIPAL** to MSU-IIT to the extent above stated.

This instrument is intended to be a complete and full indemnity to MSU-IIT the extent above stated, for any indebtedness or liability by the **PRINCIPAL** to MSU-IIT arising from the **SCHOLARSHIP AGREEMENT** dated April 2023. It shall be valid and binding until the **PRINCIPAL** shall have complied with all his/her obligations under the said Fellowship Agreement.

IN WITNESS WHEREOF, the SURETIES have hereunto set their hands at _____ this _____ day of _____, 2024.

1. **MIZPAYNE B. SEMILLA**
 Surety

2. **NIEZRAIM S. BONILLA**
 Surety

SIGNED IN THE PRESENCE OF:

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally appeared:

Name	Govt ID No.P	Issued On/At
MIZPAYNE B. SEMILLA		
NIEZRAIM S. BONILLA		

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of two (2) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date and place first above mentioned.

Doc. No. __;
Page No. __;
Book No. __;
Series of 2024.

Republic of the Philippines
Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
Iligan City

FELLOWSHIP AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Agreement made and entered into by and between:

MSU-ILIGAN INSTITUTE OF TECHNOLOGY, herein represented by its Chancellor, **PROF. ALIZEDNEY M. DITUCALAN, J.D., LL.M.**, of legal age, married, Filipino and with Office Address at Andres Bonifacio Avenue, Tibanga, Iligan City, hereinafter referred to as the “**GRANTOR**”,

-and-

FLORIFE D. LIWANAG, Faculty, College of Engineering (COE) of the MSU-Iligan Institute of Technology, of legal age, Filipino and with postal address at Crossing Sta. Cruz, Zone 1 Poblacion, Claveria, Misamis Oriental, hereinafter referred to as the “**GRANTEE**,”

WITNESSETH:

WHEREAS, by virtue of Resolution No. 264, S. 2010 of the Board of Regents of the Mindanao State University, the GRANTOR is authorized to grant Fellowship awards as a privilege to faculty members of the University/Institute who shall be sent for advanced studies or training to leading Universities/Institutions in the Philippines and/ or abroad.

WHEREAS, the **GRANTEE** desires to avail of the fellowship/study leave grant;

NOW, THEREFORE, for and in consideration of the above premises, the **GRANTOR** has afforded unto the **GRANTEE**, and the **GRANTEE** has accepted a fellowship/study leave grant, subject to the following terms and conditions:

A. Responsibilities of the GRANTOR

1. The **GRANTOR** shall:

- a.) Issue a Special Order awarding to the **GRANTEE** this study leave grant;
- b.) Authorized the **GRANTEE** to avail of the study leave on full time basis;
and

c.) Continue to give the **GRANTEE**:

1. Salary and other remuneration;

B. Responsibilities/Obligations of the GRANTEE

1. The **GRANTEE** shall:

- a) Pursue a program leading to a **Doctor of Philosophy in Civil Engineering at University of the Philippines – Diliman (UP-Diliman) in Quezon City with DOST-ERDT Scholarship Grant**. She shall not change his field of specialization nor venue of his studies other than what is specified in the course she is pursuing and as stated in this Agreement. In case the GRANTEE shall shift to another program or transfer to another university she must seek first the approval of the GRANTOR stating the reasons for the transfer;
- b) The GRANTEE must have obtained admission/acceptance from the school;
- c) GRANTEE is required to carry 6 to 12 units per semester for all graduate courses. Any under loading/overloading shall be cleared immediately with the office of the Vice Chancellor for Academic Affairs;
- d) The grant is good for a maximum of two (2) years for a baccalaureate and masteral program and three (3) for a doctoral program. Beyond the period specified, the grantee may have to study without the Institute support;
- e) At the beginning of each semester, the GRANTEE is required to submit her certificate of matriculation for the purposes of monitoring under loading/overloading and/or change of program of study;
- f) At the end of each semester, the GRANTEE is required to submit her final grades for rating of their academic performance, which shall be the basis for the renewal of the grant or recall of the GRANTEE;
- g) Upon termination of the grant, the grantee shall serve at her official station for a period as stated in the return service provision of the scholarship grant.

2. Should the **GRANTEE** fail to finish or complete the degree due to resignation, voluntary retirement or fails to render return service, or for other causes within the control of the GRANTEE, the GRANTEE shall be liable to pay the Institute, within thirty (30) days from deferment of the study grant or fail to render return service, the amount equal to the total expenses incurred for his/her scholarship. It shall include all expenses incurred for his/her study and emoluments and salaries received, with 12% interest per annum computed from date of deferment or failure to render or complete return service. Should the return service not be completed due to the causes previously cited, the

monetary equivalent shall be deducted from the total obligation to be paid. In case of failure to settle the account after the billing, a two (2%) percent per annum penalty shall be imposed. In no case shall the payment of refund be on installment basis.

A. Duration, Extension and Termination

1. The fellowship is hereby granted beginning August 1, 2024-July 31, 2025.

IN WITNESS WHEREOF, the parties have set their hands, this ____ day of _____2024, at Iligan City, Philippines.

**MINDANAO STATE UNIVERSITY-
Iligan Institute of Technology**

FLORIFE D. LIWANAG
GRANTEE

PROF. ALIZEDNEY M. DITUCALAN, J.D., LLM,
GRANTOR

Signed in the presence of:

DELMAFLOR D. VISTA
Family Member

FLORDELYN D. DOLERO
Family Member

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally appeared:

Name	Govt ID No.	Issued On/At
ALIZEDNEY M. DITUCALAN, J.D. LLM	<u>Phil. Passport No. P-1356375 B</u>	<u>04 APRIL.2019/DFA CDO</u>
FLORIFE D. LIWANAG	EMPLOYEE ID #: 2014-172	MSU-IIT

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of Four (4) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date and place first above mentioned.

Doc. No. __;
Page No. __;
Book No. __;
Series of 2024.

MINDANAO STATE UNIVERSITY-Iligan Institute of Technology
Iligan City

SURETYSHIP AGREEMENT

For

FELLOWSHIP AGREEMENT

This agreement executed at Iligan City, Philippines, jointly and severally, by **DELMAFLOR D. VISTA**, Filipino, of legal age, with residence and postal address at Bato, Siay, Zamboanga Sibugay and **FLORDELYN D. DOLERO**, Filipino, of legal age, with residence address Prk. Assumption, Inasagan, Aurora, Zamboanga Del Sur, hereinafter referred to as **SURETY**, IN FAVOR OF MSU-IIT, a government institution of higher learning created under Republic Act. No. 5363, with principal office at Andres Bonifacio Ave., Tibanga, Iligan City, Philippines and hereinafter referred to as **MSU-IIT**.

WITNESSETH

WHEREAS, **FLORIFE D. LIWANAG** hereinafter referred to as **ASSISTANT PROFESSOR III**, a Faculty of MSU-IIT, entered into with MSU-IIT, a **SCHOLARSHIP AGREEMENT** on AUGUST 1, 2024, to which this Suretyship Agreement is appended as ANNEX A;

WHEREAS, MSU-IIT requires that the due and faithful performance of said **SCHOLARSHIP AGREEMENT** be underwritten by a surety;

NOW, THEREFORE, for and in consideration of the foregoing, the undersigned **SURETY**, jointly and severally with the **PRINCIPAL**, hereby guarantee and warrant to MSU-IIT, that the **PRINCIPAL** shall comply with and perform all the stipulations in the said **SCHOLARSHIP AGREEMENT**, and that if for any reason the **PRINCIPAL** fails to comply therewith, the **SURETY** hereby bind themselves jointly and severally with the **PRINCIPAL**:

To reimburse MSU-IIT in full such amount or amounts as may have been defrayed for the **PRINCIPAL**'s tuition fee and all other expenses incurred by MSU-IIT plus a TWELVE PERCENT (12%) interest at the time of the breach or revocation of the aforesaid **SCHOLARSHIP AGREEMENT** and in case either during the life of the **AGREEMENT** of the **PRINCIPAL**.

The liability of the **SURETY** under this Agreement shall be solidary, direct and immediate and not contingent upon the pursuit by MSU-IIT of whatever remedies it may have against the **PRINCIPAL**, and the **SURETY** shall, at anytime on demand, pay to MSU-IIT whatever amount is owing from the **PRINCIPAL** to MSU-IIT to the extent above stated.

This instrument is intended to be a complete and full indemnity to MSU-IIT the extent above stated, for any indebtedness or liability by the **PRINCIPAL** to MSU-IIT arising from the **SCHOLARSHIP AGREEMENT** dated August 1, 2024-July 31, 2025. It shall be valid and binding until the **PRINCIPAL** shall have complied with all his/her obligations under the said Fellowship Agreement.

IN WITNESS WHEREOF, the SURETIES have hereunto set their hands at _____ this _____ day of _____, 2024.

- 1. DELMAFLOR D. VISTA
Surety
- 2. FLORDELYN D. DOLERO
Surety

SIGNED IN THE PRESENCE OF:

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally appeared:

Name	Govt ID No.	Issued On/At
DELMAFLOR D. VISTA	PRC ID #: 0887227	PRC Zamboanga Sibugay
FLORDELYN D. DOLERO	UMID ID #: CRN-023-1334-4921-0	Zamboanga Del Sur

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of two (2) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date and place first above mentioned.

Doc. No. __;
Page No. __;
Book No. __;
Series of 2024.

Republic of the Philippines
Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
Iligan City

FELLOWSHIP AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Agreement made and entered into by and between:

MSU-ILIGAN INSTITUTE OF TECHNOLOGY, herein represented by its Chancellor, **PROF. ALIZEDNEY M. DITUCALAN, J.D., LL.M.**, of legal age, married, Filipino and with Office Address at Andres Bonifacio Avenue, Tibanga, Iligan City, hereinafter referred to as the “**GRANTOR**”,

-and-

STEPHEN C. FAJARDO, Faculty, College of Economics, Business and Accountancy (CEBA) of the MSU-Iligan Institute of Technology, of legal age, Filipino and with postal address at Prk. 5 Poblacion, Linamon, Lanao Del Norte, hereinafter referred to as the “**GRANTEE**,”

WITNESSETH:

WHEREAS, by virtue of Resolution No. 264, S. 2010 of the Board of Regents of the Mindanao State University, the GRANTOR is authorized to grant Fellowship awards as a privilege to faculty members of the University/Institute who shall be sent for advanced studies or training to leading Universities/Institutions in the Philippines and/ or abroad.

WHEREAS, the **GRANTEE** desires to avail of the fellowship/study leave grant;

NOW, THEREFORE, for and in consideration of the above premises, the **GRANTOR** has afforded unto the **GRANTEE**, and the **GRANTEE** has accepted a fellowship/study leave grant, subject to the following terms and conditions:

A. Responsibilities of the GRANTOR

1. The **GRANTOR** shall:

- a.) Issue a Special Order awarding to the **GRANTEE** this study leave grant;
- b.) Authorized the **GRANTEE** to avail of the study leave on full time basis;
and

c.) Continue to give the **GRANTEE**:

1. Official Leave;
2. Clothing and Book Allowance;
3. Monthly Salary and other mandated remuneration;
4. Visa Cost;
5. Monthly Stipend;
6. Round trip fare between Iligan and location of a Philippine International airport nearest the place of study if not shouldered by the granting Institution (return fare to be reimbursed at the end of the Academic Year upon presentation of used tickets) and;
7. Medical Insurance if not covered by the granting institution.

B. Responsibilities/Obligations of the GRANTEE

1. The **GRANTEE** shall:

- a) Pursue a program leading to **Doctor of Philosophy in Business and Management degree at Southern Taiwan University of Science and Technology in Taiwan with STUST Scholarship and Full Grant for Foreign Studies**. He shall not change his field of specialization nor venue of his studies other than what is specified in the course he is pursuing and as stated in this Agreement. In case the GRANTEE shall shift to another program or transfer to another university he must seek first the approval of the GRANTOR stating the reasons for the transfer;
- b) The GRANTEE must have obtained admission/acceptance from the school;
- c) GRANTEE is required to carry 6 to 12 units per semester for all graduate courses. Any under loading/overloading shall be cleared immediately with the office of the Vice Chancellor for Academic Affairs;
- d) The grant is good for a maximum of two (2) years for a baccalaureate and masteral program and three (3) for a doctoral program. Beyond the period specified, the grantee may have to study without the Institute support;
- e) At the beginning of each semester, the GRANTEE is required to submit his certificate of matriculation for the purposes of monitoring under loading/overloading and/or change of program of study;
- f) At the end of each semester, the GRANTEE is required to submit his final grades for rating of their academic performance, which shall be the basis for the renewal of the grant or recall of the GRANTEE;

- g) Upon termination of the grant, the grantee shall serve at his official station for a period as stated in the return service provision of the scholarship grant.
2. Should the **GRANTEE** fail to finish or complete the degree due to resignation, voluntary retirement or fails to render return service, or for other causes within the control of the GRANTEE, the GRANTEE shall be liable to pay the Institute, within thirty (30) days from deferment of the study grant or fail to render return service, the amount equal to the total expenses incurred for his/her scholarship. It shall include all expenses incurred for his/her study and emoluments and salaries received, with 12% interest per annum computed from date of deferment or failure to render or complete return service. Should the return service not be completed due to the causes previously cited, the monetary equivalent shall be deducted from the total obligation to be paid. In case of failure to settle the account after the billing, a two (2%) percent per annum penalty shall be imposed. In no case shall the payment of refund be on installment basis.

A. Duration, Extension and Termination

1. The fellowship is hereby granted beginning September 1, 2024-August 31, 2025.

IN WITNESS WHEREOF, the parties have set their hands, this ____ day of _____2024, at Iligan City, Philippines.

**MINDANAO STATE UNIVERSITY-
Iligan Institute of Technology**

STEPHEN C. FAJARDO
GRANTEE

PROF. ALIZEDNEY M. DITUCALAN, J.D., LL.M.,
GRANTOR

Signed in the presence of:

HAZEL JOY C. FAJARDO
Sister

MICHELLE A. CAPA
Cousin

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally
appeared:

Name	Govt ID No.	Issued On/At
ALIZEDNEY M. DITUCALAN, J.D. LLM	<u>Phil. Passport No. P- 1356375 B</u>	<u>04 APRIL.2019/DFA CDO</u>
STEPHEN C. FAJARDO	EMPLOYEE ID: 2006-031	MSU-IIT

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of Four (4) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date
and place first above mentioned.

Doc. No. __;
Page No. __;
Book No. __;
Series of 2024.

MINDANAO STATE UNIVERSITY-Iligan Institute of Technology
Iligan City

SURETYSHIP AGREEMENT

For

FELLOWSHIP AGREEMENT

This agreement executed at Iligan City, Philippines, jointly and severally, by **HAZEL JOY C. FAJARDO**, Filipino, of legal age, with residence and postal address at Prk. 5 Poblacion Linamon, Lanao Del Norte and **MICHELLE A. CAPA**, Filipino, of legal age, with residence address Prk. 5 Poblacion Linamon, Lanao Del Norte, hereinafter referred to as **SURETY**, IN FAVOR OF MSU-IIT, a government institution of higher learning created under Republic Act. No. 5363, with principal office at Andres Bonifacio Ave., Tibanga, Iligan City, Philippines and hereinafter referred to as **MSU-IIT**.

WITNESSETH

WHEREAS, **STEPHEN C. FAJARDO** hereinafter referred to as **ASSOCIATE PROFESSOR V**, a Faculty of MSU-IIT, entered into with MSU-IIT, a **SCHOLARSHIP AGREEMENT** on September 1, 2024, to which this Suretyship Agreement is appended as ANNEX A;

WHEREAS, MSU-IIT requires that the due and faithful performance of said **SCHOLARSHIP AGREEMENT** be underwritten by a surety;

NOW, THEREFORE, for and in consideration of the foregoing, the undersigned **SURETY**, jointly and severally with the **PRINCIPAL**, hereby guarantee and warrant to MSU-IIT, that the **PRINCIPAL** shall comply with and perform all the stipulations in the said **SCHOLARSHIP AGREEMENT**, and that if for any reason the **PRINCIPAL** fails to comply therewith, the **SURETY** hereby bind themselves jointly and severally with the **PRINCIPAL**:

To reimburse MSU-IIT in full such amount or amounts as may have been defrayed for the **PRINCIPAL**'s tuition fee and all other expenses incurred by MSU-IIT plus a **TWELVE PERCENT (12%)** interest at the time of the breach or revocation of the aforesaid **SCHOLARSHIP AGREEMENT** and in case either during the life of the **AGREEMENT** of the **PRINCIPAL**.

The liability of the **SURETY** under this Agreement shall be solidary, direct and immediate and not contingent upon the pursuit by MSU-IIT of whatever remedies it may have against the **PRINCIPAL**, and the **SURETY** shall, at anytime on demand, pay to MSU-IIT whatever amount is owing from the **PRINCIPAL** to MSU-IIT to the extent above stated.

This instrument is intended to be a complete and full indemnity to MSU-IIT the extent above stated, for any indebtedness or liability by the **PRINCIPAL** to MSU-IIT arising from the **SCHOLARSHIP AGREEMENT** dated April 2023. It shall be valid and binding until the **PRINCIPAL** shall have complied with all his/her obligations under the said Fellowship Agreement.

IN WITNESS WHEREOF, the SURETIES have hereunto set their hands at _____ this _____ day of _____, 2024.

1. **HAZEL JOY C. FAJARDO**
 Surety

2. **MICHELLE A. CAPA**
 Surety

SIGNED IN THE PRESENCE OF:

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally appeared:

Name	Govt ID No.	Issued On/At
HAZEL JOY C. FAJARDO	PRC ID #: 0955002	PRC
MICHELLE A. CAPA	VIN: 3510-0020A-H2881MAC20001-1	LINAMON, LANA O DEL NORTE

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of two (2) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date and place first above mentioned.

Doc. No. __;
Page No. __;
Book No. __;
Series of 2024.

Republic of the Philippines
Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
Iligan City

FELLOWSHIP AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Agreement made and entered into by and between:

MSU-ILIGAN INSTITUTE OF TECHNOLOGY, herein represented by its Chancellor, **PROF. ALIZEDNEY M. DITUCALAN, J.D., LL.M.**, of legal age, married, Filipino and with Office Address at Andres Bonifacio Avenue, Tibanga, Iligan City, hereinafter referred to as the “**GRANTOR**”,

-and-

DONNAVIC A. DUMAPIAS, Faculty, College of Economics, Business and Accountancy (CEBA) of the MSU-Iligan Institute of Technology, of legal age, Filipino and with postal address at P-9 Bayug, Hinaplanon, Iligan City, hereinafter referred to as the “**GRANTEE**,”

WITNESSETH:

WHEREAS, by virtue of Resolution No. 264, S. 2010 of the Board of Regents of the Mindanao State University, the GRANTOR is authorized to grant Fellowship awards as a privilege to faculty members of the University/Institute who shall be sent for advanced studies or training to leading Universities/Institutions in the Philippines and/ or abroad.

WHEREAS, the **GRANTEE** desires to avail of the fellowship/study leave grant;

NOW, THEREFORE, for and in consideration of the above premises, the **GRANTOR** has afforded unto the **GRANTEE**, and the **GRANTEE** has accepted a fellowship/study leave grant, subject to the following terms and conditions:

A. Responsibilities of the GRANTOR

1. The **GRANTOR** shall:

- a.) Issue a Special Order awarding to the **GRANTEE** this study leave grant;
- b.) Authorized the **GRANTEE** to avail of the study leave on full time basis;
and

c.) Continue to give the **GRANTEE**:

1. Salary and other remuneration;
2. Monthly stipend;
3. Tuition and other fees (per bill sent to the Institute);
4. Book Allowance/Trimester;
5. Thesis Allowance; and
6. Round trip plane fare per year (return fare to be reimbursed at the end of the Academic Year and upon presentation of used tickers).

B. Responsibilities/Obligations of the GRANTEE

1. The **GRANTEE** shall:

- a) Pursue a program leading to a **Doctor in Tourism and Hospitality Management at the De La Salle – College of Saint Benilde in Manila on full Grant**. She shall not change his field of specialization nor venue of his studies other than what is specified in the course she is pursuing and as stated in this Agreement. In case the GRANTEE shall shift to another program or transfer to another university she must seek first the approval of the GRANTOR stating the reasons for the transfer;
- b) The GRANTEE must have obtained admission/acceptance from the school;
- c) GRANTEE is required to carry 6 to 12 units per semester for all graduate courses. Any under loading/overloading shall be cleared immediately with the office of the Vice Chancellor for Academic Affairs;
- d) The grant is good for a maximum of two (2) years for a baccalaureate and masteral program and three (3) for a doctoral program. Beyond the period specified, the grantee may have to study without the Institute support;
- e) At the beginning of each semester, the GRANTEE is required to submit her certificate of matriculation for the purposes of monitoring under loading/overloading and/or change of program of study;
- f) At the end of each semester, the GRANTEE is required to submit her final grades for rating of their academic performance, which shall be the basis for the renewal of the grant or recall of the GRANTEE;
- g) Upon termination of the grant, the grantee shall serve at her official station for a period as stated in the return service provision of the scholarship grant.

2. Should the **GRANTEE** fail to finish or complete the degree due to resignation, voluntary retirement or fails to render return service, or for other causes within the control of the GRANTEE, the GRANTEE shall be liable to pay the

Institute, within thirty (30) days from deferment of the study grant or fail to render return service, the amount equal to the total expenses incurred for his/her scholarship. It shall include all expenses incurred for his/her study and emoluments and salaries received, with 12% interest per annum computed from date of deferment or failure to render or complete return service. Should the return service not be completed due to the causes previously cited, the monetary equivalent shall be deducted from the total obligation to be paid. In case of failure to settle the account after the billing, a two (2%) percent per annum penalty shall be imposed. In no case shall the payment of refund be on installment basis.

A. Duration, Extension and Termination

- 1. The fellowship is hereby granted beginning August 1, 2024-July 31, 2025.

IN WITNESS WHEREOF, the parties have set their hands, this ____ day of _____2024, at Iligan City, Philippines.

**MINDANAO STATE UNIVERSITY-
Iligan Institute of Technology**

<u>DONNAVIC A. DUMAPIAS</u> GRANTEE	<u>PROF. ALIZEDNEY M. DITUCALAN, J.D., LLM,</u> GRANTOR
--	--

Signed in the presence of:

<u>DARLEENE RAE A. DUMAPIAS</u> Family Member	<u>DANICA HANS A. DUMAPIAS</u> Family Member
--	---

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally
appeared:

Name	Govt ID No.	Issued On/At
ALIZEDNEY M. DITUCALAN, J.D. LLM	<u>Phil. Passport No. P- 1356375 B</u>	<u>04 APRIL.2019/DFA CDO</u>
DONNAVIC A. DUMAPIAS	EMPLOYEE ID #: 2015- 005	MSU-IIT

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of Four (4) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date
and place first above mentioned.

Doc. No. __;
Page No. __;
Book No. __;
Series of 2024.

MINDANAO STATE UNIVERSITY-Iligan Institute of Technology
Iligan City

SURETYSHIP AGREEMENT

For

FELLOWSHIP AGREEMENT

This agreement executed at Iligan City, Philippines, jointly and severally, by **DARLEENE RAE A. DUMAPIAS**, Filipino, of legal age, with residence and postal address at P-9 Bayug, Hinaplanon, Iligan City and **DANICA HANS A. DUMAPIAS**, Filipino, of legal age, with residence address P-9 Bayug, Hinaplanon, Iligan City, hereinafter referred to as **SURETY**, IN FAVOR OF MSU-IIT, a government institution of higher learning created under Republic Act. No. 5363, with principal office at Andres Bonifacio Ave., Tibanga, Iligan City, Philippines and hereinafter referred to as **MSU-IIT**.

WITNESSETH

WHEREAS, **DONNAVIC A. DUMAPIAS** hereinafter referred to as **ASSOCIATE PROFESSOR IV**, a Faculty of MSU-IIT, entered into with MSU-IIT, a **SCHOLARSHIP AGREEMENT** on AUGUST 1, 2024, to which this Suretyship Agreement is appended as ANNEX A;

WHEREAS, MSU-IIT requires that the due and faithful performance of said **SCHOLARSHIP AGREEMENT** be underwritten by a surety;

NOW, THEREFORE, for and in consideration of the foregoing, the undersigned **SURETY**, jointly and severally with the **PRINCIPAL**, hereby guarantee and warrant to MSU-IIT, that the **PRINCIPAL** shall comply with and perform all the stipulations in the said **SCHOLARSHIP AGREEMENT**, and that if for any reason the **PRINCIPAL** fails to comply therewith, the **SURETY** hereby bind themselves jointly and severally with the **PRINCIPAL**:

To reimburse MSU-IIT in full such amount or amounts as may have been defrayed for the **PRINCIPAL**'s tuition fee and all other expenses incurred by MSU-IIT plus a TWELVE PERCENT (12%) interest at the time of the breach or revocation of the aforesaid **SCHOLARSHIP AGREEMENT** and in case either during the life of the **AGREEMENT** of the **PRINCIPAL**.

The liability of the **SURETY** under this Agreement shall be solidary, direct and immediate and not contingent upon the pursuit by MSU-IIT of whatever remedies it may have against the **PRINCIPAL**, and the **SURETY** shall, at anytime on demand, pay to MSU-IIT whatever amount is owing from the **PRINCIPAL** to MSU-IIT to the extent above stated.

This instrument is intended to be a complete and full indemnity to MSU-IIT the extent above stated, for any indebtedness or liability by the **PRINCIPAL** to MSU-IIT arising from the **SCHOLARSHIP AGREEMENT** dated August 1, 2024-July 31, 2025. It shall be valid and binding until the **PRINCIPAL** shall have complied with all his/her obligations under the said Fellowship Agreement.

IN WITNESS WHEREOF, the SURETIES have hereunto set their hands at _____ this _____ day of _____, 2024.

1. **DARLEENE RAE A. DUMAPIAS**
 Surety

2. **DANICA HANS A. DUMAPIAS**
 Surety

SIGNED IN THE PRESENCE OF:

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally appeared:

Name	Govt ID No.	Issued On/At
DARLEENE RAE A. DUMAPIAS	DRIVER’S LICENSE #: M02-09-001807	ILIGAN CITY
DANICA HANS A. DUMAPIAS	NATIONAL ID #: 2819-0231-5806-8945	ILIGAN CITY

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of two (2) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date and place first above mentioned.

Doc. No. __;
Page No. __;
Book No. __;
Series of 2024.

Republic of the Philippines
Mindanao State University
ILIGAN INSTITUTE OF TECHNOLOGY
Iligan City

FELLOWSHIP AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Agreement made and entered into by and between:

MSU-ILIGAN INSTITUTE OF TECHNOLOGY, herein represented by its Chancellor, **PROF. ALIZEDNEY M. DITUCALAN, J.D., LL.M.**, of legal age, married, Filipino and with Office Address at Andres Bonifacio Avenue, Tibanga, Iligan City, hereinafter referred to as the “**GRANTOR**”,

-and-

JUNIL P. RARUGAL, Faculty, College of Computer Studies (CCS) of the MSU-Iligan Institute of Technology, of legal age, Filipino and with postal address at Block7 Lot 3, MSU-IIT Coop Housing, San Roque Iligan City, hereinafter referred to as the “**GRANTEE**,”

WITNESSETH:

WHEREAS, by virtue of Resolution No. 264, S. 2010 of the Board of Regents of the Mindanao State University, the GRANTOR is authorized to grant Fellowship awards as a privilege to faculty members of the University/Institute who shall be sent for advanced studies or training to leading Universities/Institutions in the Philippines and/ or abroad.

WHEREAS, the **GRANTEE** desires to avail of the fellowship/study leave grant;

NOW, THEREFORE, for and in consideration of the above premises, the **GRANTOR** has afforded unto the **GRANTEE**, and the **GRANTEE** has accepted a fellowship/study leave grant, subject to the following terms and conditions:

A. Responsibilities of the GRANTOR

1. The **GRANTOR** shall:

- a.) Issue a Special Order awarding to the **GRANTEE** this study leave grant;
- b.) Authorized the **GRANTEE** to avail of the study leave on full time basis;
and

c.) Continue to give the **GRANTEE**:

1. Salary and other remuneration;

B. Responsibilities/Obligations of the GRANTEE

1. The **GRANTEE** shall:

- a) Pursue a program leading to a **degree Masters of Cybersecurity at the Griffith, Swinburne and Macquarie University in Australia with Australia Awards Scholarship on Full Grant**. He shall not change his field of specialization nor venue of his studies other than what is specified in the course he is pursuing and as stated in this Agreement. In case the GRANTEE shall shift to another program or transfer to another university he must seek first the approval of the GRANTOR stating the reasons for the transfer;
- b) The GRANTEE must have obtained admission/acceptance from the school;
- c) GRANTEE is required to carry 6 to 12 units per semester for all graduate courses. Any under loading/overloading shall be cleared immediately with the office of the Vice Chancellor for Academic Affairs;
- d) The grant is good for a maximum of two (2) years for a baccalaureate and masteral program and three (3) for a doctoral program. Beyond the period specified, the grantee may have to study without the Institute support;
- e) At the beginning of each semester, the GRANTEE is required to submit his certificate of matriculation for the purposes of monitoring under loading/overloading and/or change of program of study;
- f) At the end of each semester, the GRANTEE is required to submit his final grades for rating of their academic performance, which shall be the basis for the renewal of the grant or recall of the GRANTEE;
- g) Upon termination of the grant, the grantee shall serve at his official station for a period as stated in the return service provision of the scholarship grant.

2. Should the **GRANTEE** fail to finish or complete the degree due to resignation, voluntary retirement or fails to render return service, or for other causes within the control of the GRANTEE, the GRANTEE shall be liable to pay the Institute, within thirty (30) days from deferment of the study grant or fail to render return service, the amount equal to the total expenses incurred for his/her scholarship. It shall include all expenses incurred for his/her study and emoluments and salaries received, with 12% interest per annum computed from date of deferment or failure to render or complete return service. Should the return service not be completed due to the causes previously cited, the

monetary equivalent shall be deducted from the total obligation to be paid. In case of failure to settle the account after the billing, a two (2%) percent per annum penalty shall be imposed. In no case shall the payment of refund be on installment basis.

A. Duration, Extension and Termination

- 1. The fellowship is hereby granted beginning January 1, 2025-December 31, 2025.

IN WITNESS WHEREOF, the parties have set their hands, this ____ day of _____202_, at Iligan City, Philippines.

**MINDANAO STATE UNIVERSITY-
Iligan Institute of Technology**

JUNIL P. RARUGAL
GRANTEE

PROF. ALIZEDNEY M. DITUCALAN, J.D., LLM,
GRANTOR

Signed in the presence of:

RIZYL RAMIREZ RARUGAL
Family Member

EDJUN P. RARUGAL
Family Member

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally
appeared:

Name	Govt ID No.	Issued On/At
ALIZEDNEY M. DITUCALAN, J.D. LLM	<u>Phil. Passport No. P- 1356375 B</u>	<u>04 APRIL.2019/DFA CDO</u>
JUNIL P. RARUGAL	EMPLOYEE ID: 2013-001	MSU-IIT

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of Four (4) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date
and place first above mentioned.

Doc. No. __;
Page No. __;
Book No. __;
Series of 202__.

MINDANAO STATE UNIVERSITY-Iligan Institute of Technology
Iligan City

SURETYSHIP AGREEMENT

For

FELLOWSHIP AGREEMENT

This agreement executed at Iligan City, Philippines, jointly and severally, by **RIZYL RAMIREZ RARUGAL**, Filipino, of legal age, with residence and postal address at Block 7 Lot 3, MSU-IIT Coop Housing Brgy. San Roque Iligan City and **EDJUN P. RARUGAL**, Filipino, of legal age, with residence address Prk. 12 Poblacion Kapatagan, Lanao Del Norte, hereinafter referred to as **SURETY**, IN FAVOR OF MSU-IIT, a government institution of higher learning created under Republic Act. No. 5363, with principal office at Andres Bonifacio Ave., Tibanga, Iligan City, Philippines and hereinafter referred to as **MSU-IIT**.

WITNESSETH

WHEREAS, **JUNIL P. RARUGAL** hereinafter referred to as **ASSISTANT PROFESSOR IV**, a Faculty of MSU-IIT, entered into with MSU-IIT, a **SCHOLARSHIP AGREEMENT** on January 1, 2025 to which this Suretyship Agreement is appended as ANNEX A;

WHEREAS, MSU-IIT requires that the due and faithful performance of said **SCHOLARSHIP AGREEMENT** be underwritten by a surety;

NOW, THEREFORE, for and in consideration of the foregoing, the undersigned **SURETY**, jointly and severally with the **PRINCIPAL**, hereby guarantee and warrant to MSU-IIT, that the **PRINCIPAL** shall comply with and perform all the stipulations in the said **SCHOLARSHIP AGREEMENT**, and that if for any reason the **PRINCIPAL** fails to comply therewith, the **SURETY** hereby bind themselves jointly and severally with the **PRINCIPAL**:

To reimburse MSU-IIT in full such amount or amounts as may have been defrayed for the **PRINCIPAL**'s tuition fee and all other expenses incurred by MSU-IIT plus a **TWELVE PERCENT (12%)** interest at the time of the breach or revocation of the aforesaid **SCHOLARSHIP AGREEMENT** and in case either during the life of the **AGREEMENT** of the **PRINCIPAL**.

The liability of the **SURETY** under this Agreement shall be solidary, direct and immediate and not contingent upon the pursuit by MSU-IIT of whatever remedies it may have against the **PRINCIPAL**, and the **SURETY** shall, at anytime on demand, pay to MSU-IIT whatever amount is owing from the **PRINCIPAL** to MSU-IIT to the extent above stated.

This instrument is intended to be a complete and full indemnity to MSU-IIT the extent above stated, for any indebtedness or liability by the **PRINCIPAL** to MSU-IIT arising from the **SCHOLARSHIP AGREEMENT** dated January 1, 2025. It shall be valid and binding until the **PRINCIPAL** shall have complied with all his/her obligations under the said Fellowship Agreement.

IN WITNESS WHEREOF, the SURETIES have hereunto set their hands at _____ this _____ day of _____, 202_.

1. **RIZYL RAMIREZ RARUGAL**
 Surety

2. **EDJUN P. RARUGAL**
 Surety

SIGNED IN THE PRESENCE OF:

ACKNOWLEDGEMENT

Republic of the Philippines)
City of Iligan-----)ss.

BEFORE ME, this _____ at Iligan City, Philippines, personally appeared:

Name	Govt ID No.	Issued On/At
RIZYL RAMIREZ RARUGAL	Passport #: P8068270C	26 Sept 2024 / DFA Pagadian
EDJUN P. RARUGAL	Driver’s License #: K1617- 000151	LTO Kapatagan

known to me and to me known to be the same persons who executed the foregoing Contract, which consists of two (2) pages, including the page on which this acknowledgment is written, and who acknowledged to me: that the signatures on said instrument or document was voluntarily affixed by them for the purpose stated in the instrument or document as their free and voluntary act and deed; that the said instrument or document is their true act and deed, or of the true act and deed of the entity they represent; and that they have the authority to sign in their own account, or in their particular representative capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on the date and place first above mentioned.

Doc. No. __;
Page No. __;
Book No. __;
Series of 202_.



Prepared by: **Rea Kate A. Mariquit**
Legal Assistant I