

# GRADUATE STUDENTS SCHOLARSHIP DOCUMENTS

SECOND SEMESTER SY 2018-2019

## Ateneo Faculty/ Employee Scholarship

### Process:

- Present 3 copies of Salary Deduction Form.
- Present Tuition Discount Form.
- Present Certification from the unit head as a proof of employment.
- Proceed to the VP's Office after assessment.

## Salary Deduction Form

## Tuition Discount Form

## Certification from the Unit Head

## Faculty Development Tuition and Fees Form

### Note:

- Students enrolled under the faculty development grant should also present **Tuition Discount for FacDev Tuition and Fees and Form**.
- For those who want to qualify for the 50% tuition scholarship for teachers and academicians, they are to present the original certificate of employment dated 1 month before the registration.

# GRADUATE STUDENTS SCHOLARSHIP DOCUMENTS

SECOND SEMESTER SY 2018-2019

## 50% Tuition Discount Scholarship Form

**Applicants of the 50% Tuition Discount Scholarship grant should be:**

- Filipino student qualified to enroll in an ADMU-LS Master's or Doctoral Program
- Academician or teacher for the current semester of study, certified as such by the head or principal of his/her school
- Not an employee from ADMU

**Process:**

- Obtain **Scholarship form** from **OADGP (Kostka, 1<sup>st</sup> Floor)**.
- Present **Certification** from the Unit Head dated at least 1 month before application as a proof of employment.
- Bring the signed **Scholarship Form** to the **Manual Registration Venue**.
- Submit **Tuition Receipt Photocopy** to the **OADGP** after the completion of the enrolment process.
- For late registrants, submit the **Scholarship form** to the **Central Accounting Office (Faber, 2<sup>nd</sup> Floor)**.

## 50% Tuition Discount Scholarship Form

**LOYOLA SCHOOLS FORM ADGP-14 (S-2019)**  
Ateneo de Manila University  
Loyola Schools  
OFFICE OF THE ASSOCIATE DEAN FOR GRADUATE PROGRAMS

**APPLICATION FOR A 50% TUITION SCHOLARSHIP IN A MASTER'S PROGRAM**

**Note 1:** To be considered for a grant, the applicant must satisfy the following requirements:  
(1) A Filipino student qualified to enroll in an ADMU-LS master's program.  
(2) A teacher or academician (registrar, student counselor, school nurse, etc.) for the current semester of study, duly certified as such by the head or principal of his/her school.  
(3) Not an employee of ADMU.

**I.D. Number** \_\_\_\_\_ **Date** \_\_\_\_\_

**APPLICANT**  
First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Family Name \_\_\_\_\_

**DEPT** \_\_\_\_\_ **DEGREE & MAJOR (MA/MS)** \_\_\_\_\_

New ☐ Old ☐ **STUDENT TO ENROLL THIS** **INTERSESSION** ☐ 1<sup>st</sup> ☐ 2<sup>nd</sup> **SEM SY 20** \_\_\_\_\_

**Enrolled Subjects for Enrollment**

Subject Code	Course Title	Units

**E-MAIL** \_\_\_\_\_ **MOBILE #** \_\_\_\_\_ **LANDLINE #** \_\_\_\_\_

**SCHOOL OF EMPLOYMENT** \_\_\_\_\_

**SCHOOL ADDRESS** \_\_\_\_\_

**School Category:** ☐ Public School ☐ Private School

**Teaching in:** ☐ Grade School ☐ High School ☐ College ☐ Graduate School

**Other (specify):** \_\_\_\_\_ **GRADE/YEAR/LEVEL TAUGHT** \_\_\_\_\_

☐ I am a \_\_\_\_\_ teacher teaching \_\_\_\_\_ unit/s \_\_\_\_\_ subject/s.

☐ I am currently on official study leave from my school.

**IF NOT A TEACHER, POSITION IN SCHOOL** \_\_\_\_\_

**Note 2:** This application must be accompanied by a **certification** from your school head (principal/school director) or personnel director attesting to (1) your employment in the school and (2) your position as teacher or, if not a teacher, your position in the school. If you are on official study leave from your school, the certification must indicate this.

**SIGNATURE OF APPLICANT** \_\_\_\_\_ **DATE** \_\_\_\_\_

**ACTION:** ☐ Approved ☐ Disapproved

**DR. MA. CELESTE I. GONZALEZ**  
Associate Dean for Graduate Programs/Authorized Sign.

**Note 3:** This 50% tuition scholarship grant is only good for the current semester of enrollment. To avail of the scholarship in a subsequent semester, the student must apply again.

**Note 4:** Student must submit photocopy of their tuition receipt to the OADGP after completion of the enrolment process. Student who fails to submit the receipt of their tuition receipt will be included in the final order list and will be automatically ineligible to receive scholarship for the next semester.

## THEOLOGY – FIRE Scholarship

**Applicants of the grant should be:**

- Filipino student qualified to enroll in an ADMU-LS Theology FIRE Master's Program
- Academician or teacher for the current semester of study, certified as such by the head or principal of his/her school
- Not an employee from ADMU

**Process:**

- Present **ID** from Loyola Schools of Theology.
- Obtain **Scholarship form** from **OADGP (Kostka, 1<sup>st</sup> Floor)**.
- Bring the signed **Scholarship Form** and **ID** to the **Manual Registration Venue**.
- Submit **Tuition Receipt Photocopy** to the **OADGP** after the completion of the enrolment process.
- For late registrants, submit the **Scholarship form** to the **Central Accounting Office (Faber, 2<sup>nd</sup> Floor)**.

## Theology Fire Scholarship Form

**LOYOLA SCHOOLS FORM ADGP-21 (S-2019)**  
Ateneo de Manila University  
Loyola Schools  
OFFICE OF THE ASSOCIATE DEAN FOR GRADUATE PROGRAMS

**APPLICATION FOR A 50% TUITION SCHOLARSHIP IN A MASTER'S PROGRAM (THEOLOGY-FIRE SCHOLARSHIP)**

**Note 1:** To be considered for a grant, the applicant must satisfy the following requirements:  
(1) A Filipino student qualified to enroll in an ADMU-LS Theology-Fire master's program.  
(2) A teacher or academician (registrar, student counselor, school nurse, etc.) for the current semester of study, duly certified as such by the head or principal of his/her school.  
(3) Not an employee of ADMU.

**I.D. Number** \_\_\_\_\_ **Date** \_\_\_\_\_

**APPLICANT**  
First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Family Name \_\_\_\_\_

**DEPARTMENT OF THEOLOGY-FIRE** **DEGREE & MAJOR (MA)** \_\_\_\_\_

New ☐ Old ☐ **STUDENT TO ENROLL THIS** **INTERSESSION** ☐ 1<sup>st</sup> ☐ 2<sup>nd</sup> **SEM SY 20** \_\_\_\_\_

**Enrolled Subjects for Enrollment**

Subject Code	Course Title	Units

**E-MAIL** \_\_\_\_\_ **MOBILE #** \_\_\_\_\_ **LANDLINE #** \_\_\_\_\_

**SCHOOL OF EMPLOYMENT** \_\_\_\_\_

**SCHOOL ADDRESS** \_\_\_\_\_

**School Category:** ☐ Public School ☐ Private School

**Teaching in:** ☐ Grade School ☐ High School ☐ College ☐ Graduate School

**Other (specify):** \_\_\_\_\_ **GRADE/YEAR/LEVEL TAUGHT** \_\_\_\_\_

☐ I am a \_\_\_\_\_ teacher teaching \_\_\_\_\_ unit/s \_\_\_\_\_ subject/s.

☐ I am currently on official study leave from my school.

**IF NOT A TEACHER, POSITION IN SCHOOL** \_\_\_\_\_

**Note 2:** This application must be accompanied by a **certification** from your school head (principal/school director) or personnel director attesting to (1) your employment in the school and (2) your position as teacher or, if not a teacher, your position in the school. If you are on official study leave from your school, the certification must indicate this.

**SIGNATURE OF APPLICANT** \_\_\_\_\_ **DATE** \_\_\_\_\_

**ACTION:** ☐ Approved ☐ Disapproved

**DR. MA. CELESTE I. GONZALEZ**  
Associate Dean for Graduate Programs/Authorized Sign.

**Note 3:** This 50% tuition scholarship grant is only good for the current semester of enrollment. To avail of the scholarship in a subsequent semester, the student must apply again.

**Note 4:** Student must submit photocopy of their tuition receipt to the OADGP after completion of the enrolment process. Student who fails to submit the receipt of their tuition receipt will be included in the final order list and will be automatically ineligible to receive scholarship for the next semester.

## Thesis Direction Tuition Scholarship

**Process:**

- Obtain **Scholarship form** from **OADGP (Kostka, 1<sup>st</sup> Floor)**.
- Bring the signed **Scholarship Form** to the **Manual Registration Venue**.
- Submit **Tuition Receipt Photocopy** to the **OADGP** after the completion of the enrolment process.
- For late registrants, submit the **Scholarship form** to the **Central Accounting Office (Faber, 2<sup>nd</sup> Floor)**.

**Note:**

- The **Scholarship Grant** is only good for the current semester of enrolment.

## Thesis Direction Scholarship Form

**LOYOLA SCHOOLS FORM ADGP-18 (S-2019)**  
Ateneo de Manila University  
Loyola Schools  
OFFICE OF THE ASSOCIATE DEAN FOR GRADUATE PROGRAMS

**50% THESIS DIRECTION SCHOLARSHIP FORM**

**I.D. Number** \_\_\_\_\_ **Date** \_\_\_\_\_

New ☐ Old ☐ **SEM SY 20** \_\_\_\_\_

**APPLICANT**  
First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Family Name \_\_\_\_\_

**DEPT** \_\_\_\_\_ **DEGREE & MAJOR (MA/MS)** \_\_\_\_\_

**THESIS TITLE** \_\_\_\_\_

**THESIS ADVISOR** \_\_\_\_\_

**E-MAIL** \_\_\_\_\_ **MOBILE #** \_\_\_\_\_ **LANDLINE #** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**SIGNATURE OF APPLICANT** \_\_\_\_\_ **DATE** \_\_\_\_\_

**ACTION:** ☐ Approved ☐ Disapproved

**DR. MA. CELESTE I. GONZALEZ**  
Associate Dean for Graduate Programs

**Note 1:** This 50% Thesis Direction scholarship grant is only good for the current semester of enrollment.

**Note 2:** Student must submit photocopy of their tuition receipt to the OADGP after completion of the enrolment process. Student who fails to submit the receipt of their tuition receipt will be included in the final order list.

# GRADUATE STUDENTS SCHOLARSHIP DOCUMENTS

SECOND SEMESTER SY 2018-2019

## Graduate Program's Financial Scholarship

### Process:

- Obtain **Scholarship form** from **OADGP** (Kostka, 1<sup>st</sup> Floor).
- Bring the signed Scholarship Form to the Manual Registration Venue.
- Submit **Tuition Receipt Photocopy** to the OADGP after the completion of the enrolment process.
- For late registrants, submit the Scholarship form to the Central Accounting Office (Faber, 2<sup>nd</sup> Floor).

### Note:

- **CHED** scholars should submit an **original copy** of their Tuition Receipts to the OADGP.

## Graduate Program's Financial Aid Form

LOYOLA SCHOOLS FORM ADGP-12 (10-2018)

Collection of items:  
1. CHED  
2. ADGP

Ateneo de Manila University  
Loyola Schools  
OFFICE OF THE ASSOCIATE DEAN FOR GRADUATE PROGRAMS

**GRADUATE PROGRAMS' FINANCIAL AID FORM**

For: ☐ 1<sup>st</sup> term ☐ 2<sup>nd</sup> term ☐ Summer 21

ID No. \_\_\_\_\_ (Student's Name) \_\_\_\_\_  
Department \_\_\_\_\_ Degree Program \_\_\_\_\_  
Catalogue nos. of subjects to be enrolled in \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Type of scholarship being applied for: ☐ Teaching Assistant ☐ Graduate Assistant ☐ ACOSP ☒ CHED ☐ CHED (Please specify) \_\_\_\_\_ ☐ Self ☐ Self (Please specify) \_\_\_\_\_

**To be filled up by the Department / Office providing the funding:**  
Instructions: Please check (✓) the relevant items and indicate the total amount covered by the applicant's scholarship grant.

1. Tuition Fee (P1,000, P5,000, P10,000, P15,000, P20,000)	1. Tuition Fee (P1,000, P5,000, P10,000, P15,000, P20,000)
2. Registration Fee	2. Registration Fee
3. Library Fee	3. Library Fee
4. Laboratory Fee	4. Laboratory Fee
5. Thesis / Dissertation Direction	5. Thesis / Dissertation Direction
6. Comprehensive Exam Fee	6. Comprehensive Exam Fee
7. Development Fee	7. Development Fee
8. Stipend Fee	8. Stipend Fee
9. ID Fee	9. ID Fee
10. Others _____	10. Others _____
Total Amount _____	Total Amount _____

Prepared by: \_\_\_\_\_ Prescribed by: \_\_\_\_\_  
Charge to: (Please indicate budget account no.) \_\_\_\_\_ Charge to: \_\_\_\_\_  
☐ Other Source: \_\_\_\_\_ (1) 100-793-004 Graduate Programs Scholarship  
Approved: \_\_\_\_\_ (1) 100-793-004 CHED-EDPSC (Phase 2) Scholarship  
Approved: \_\_\_\_\_ (1) Ateneo Scholarship Fund  
Signature of Department Chair or Authorized Signatory \_\_\_\_\_ Date: \_\_\_\_\_  
Signature of Associate Dean for Graduate Programs' Signature \_\_\_\_\_