

# **Policies and Guidelines of the UST Scholarship Program**



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## **POLICY STATEMENT**

It shall be the policy of the University to cultivate academic excellence and facilitate access to quality education for the deserving students through its scholarship program.

## **ORGANIZATIONAL STRUCTURE**

## FUNCTIONS AND RESPONSIBILITIES

A. The Office of the University Scholarship Program, created and appointed by the Rector, shall take care of all scholarship programs in the University. It shall be the responsibility of the Committee to:

1. Define the policies of the University Scholarship Program and issue appropriate guidelines;
2. Conduct periodic review and evaluation of the Scholarship Program implementation;
3. Conduct final interview of applicants for San Martin de Porres and San Lorenzo Ruiz scholarships;
4. Assess proposed Memorandum of Agreement from external donors or foundations to be signed by the Rector; and
5. Approve scholarship application.

B. The respective Faculty/College shall have the responsibility to:

1. Promote the scholarship programs of the University in their respective faculty/college
  - 1.1. Raise the level of awareness of the students regarding the available scholarships;
    - 1.1.1. Post scholarship posters prepared by the Office for Student Affairs as approved by the Central Committee;
    - 1.1.2. Post scholarship posters given by external foundations and donors.
  - 1.2. Promote the scholarship program to the alumni for possible donors.
    - 1.2.1. Meet with the officers of the Faculty/College Alumni Association.
2. Announce available scholarships and screen qualified candidates
  - 2.1. Entertain inquiries about the San Martin de Porres and San Lorenzo Ruiz scholarships;

- 2.2. Schedule dates for the scholarship application;
  - 2.3. Process submitted application forms and requirements;
  - 2.4. Interview and evaluate qualified candidates for recommendation;
  - 2.5. Recommend candidates to the Central Committee through the Office for Student Affairs for final approval.
3. Assist the Office for Student Affairs in monitoring the performance of the scholars in two areas:
    - 3.1. Academic performance;
    - 3.2. Participation in voluntary, OSA/Becarios de Santo Tomas-initiated activities and other university advocacies.
- C.     shall assist in the implementation of the Scholarship Program. Each office has the following functions/responsibilities:
- I. The Office for Student Affairs is entrusted with the supervision of the implementation of the scholarship program and shepherding of the scholars. It shall be the responsibility of the Office to:
    1. Ensure the proper implementation of the policies and guidelines in the application and renewal of scholarships.
      - 1.1. Refer students who are interested to apply for San Martin de Porres and San Lorenzo Ruiz scholarships to the Faculty/College Local Scholarship Committee;
      - 1.2. Schedule dates for application and renewal of scholarships;
      - 1.3. Receive a list of qualified applicants from the local scholarship committee on a scheduled date;
      - 1.4. Schedule interview for qualified applicants by any member of the Central Scholarship Committee;
      - 1.5. Schedule final assessment for qualified applicants;

- 1.6. Schedule parent interview for verification and approval of the application for San Martin de Porres and San Lorenzo Ruiz scholarships;
- 1.7. Prepare the Scholarship Agreement document between the Scholar and the University;
- 1.8. Process submitted scholarship application forms and requirements for Santo Tomas and Santo Domingo scholarships;
- 1.9. Process application for renewal of scholarships;
- 1.10. Encode newly approved scholarship application and renewal to the OSA oracle scholarship encoding system;
- 1.11. Provide a list of freshmen valedictorians to the Office of the Chairman in preparation for learning materials allowances;
- 1.12. Provide a list of scholars to the Office of the Vice Rector for Finance/Accounting Office in preparation for test permits and application for refund, if applicable;
- 1.13. Facilitate Scholarship Programs of External Foundations/Benefactors:
  - 1.13.1. Prepare a shortlist of recommended candidates and send requirements to the external foundations and partner industries/alumni;
  - 1.13.2. Coordinate schedule of interview of applicants;
  - 1.13.3. Announce approved application through the local committee;
  - 1.13.4. Request and coordinate with the Office of the Registrar the academic report of San Martin External scholars every term;



1.13.5. Collate billing statements, academic reports and official receipts of the San Martin External scholars and send to the Office of

3. Monitor the performance of the scholars in terms of:
  - 3.1. Academic performance;
  - 3.2. Active participation in all scholars' activities initiated by the University, Office for Student Affairs and Becarios de Santo Tomas.
  - 3.3. Involvement in service learning in the Office for Student Affairs.

II. **Office for Student Affairs**. It shall be the responsibility of the department to:

1. Receive a list of scholars, generated from the OSA-oracle menu from the Office for Student Affairs in preparation for test permits of the students and application for refund, if applicable;
2. Prepare and send to the Office for Student Affairs billing statements for external scholarships.

III. **San Martin External Scholars**. It shall be the responsibility of the department to:

1. Receive checks from the Office for Student Affairs as payment for the San Martin External scholars and issue official receipt;
2. Allocate the stipend of the San Lorenzo Ruiz scholars as advised by the Office for Student Affairs through the OSA oracle menu every month;
3. Release the Learning Materials Allowances for the Santo Tomas (SHS Valedictorian) scholars.

IV. **Office for External Donors**. It shall be the responsibility of the office to:

1. Approve letters of guarantee prepared by OSA for external donors or foundations prior to the scheduled examinations;
2. Approve refund of scholars, if applicable.

V. *Receive letters for reconsideration from scholars and other documents that need the approval of the Chairman.* It shall be the responsibility of the office to:

1. Receive letters for reconsideration from scholars and other documents that need the approval of the Chairman;
2. Prepare budget for freshmen Santo Tomas (SHS Valedictorian) Scholars' Learning Materials allowances;
3. Mail letters for the external donors or foundations.
4. Coordinate with the Office for Student Affairs.

VI. *Develop and maintain a system for the Scholarship Program.* It shall be the responsibility of the office to develop and maintain a system for the Scholarship Program;

VII. *Promote the UST Scholarship Program through marketing strategies and activities.* It shall be the responsibility of the office to:

1. Promote the UST Scholarship Program through marketing strategies and activities.
2. Administer the qualifying examinations for the incoming Santo Tomas Scholarship applicants, as scheduled;
3. Coordinate and submit the list of qualified Santo Tomas Scholarship applicants to the Office for Student Affairs.

VIII. *Process scholarships under the Research and Endowment Fund, Inc. (REFI).* It shall be the responsibility of the office to:

1. Process scholarships under the Research and Endowment Fund, Inc. (REFI).
2. Coordinate and submit list of REFI scholars to the Office for Student Affairs for encoding of discount.
3. Prepare Learning Materials allowance for the Top 1 San Martin scholar per college.

IX. *Send memoranda to the different faculties, colleges and departments of the University pertaining scholarship matters.* It shall be the responsibility of the office to send memoranda to the different faculties, colleges and departments of the University pertaining scholarship matters.

X. **enrollment statistics**. It shall be the responsibility of the office to:

1. Provide enrollment statistics to the Office for Student Affairs for reference in preparation of scholarship statistics;
2. Provide academic records and academic statuses of the following scholars to the Office for Student Affairs:
  - 2.1. Graduating San Lorenzo Ruiz scholars;
  - 2.2. San Martin External scholars.

## POLICIES AND GUIDELINES

As part of the University's mission to contribute to the formation of a progressive and humane society, the University of Santo Tomas offers a comprehensive scholarship program categorized into four (4) schemes:

1. **A** is scholarship, named after the Patron Saint of the University, is given to students with excellent academic performance.

**A** :

**A** :

- Must be a Top 1 or Top 2 elementary school completer and must belong to the top ten students of the UST Junior High School Entrance Test or;
- Must belong to the top ten students of the UST Education High School Entrance Test.

**A** :

- Must be a Top 1 or Top 2 Junior High School completer of the batch;
- Must pass the UST Entrance Test (USTET) for Senior High School; and

**A** :

The Top 1 and Top 2 Grade 10 completers from UST Junior High School and Education High School are automatically entitled to the Senior High School Santo Tomas Scholarship.

**B** :

The Top 1 and Top 2 Grade 10 completers from Public Junior High School are entitled to the Senior High School Santo Tomas Scholarship.

☒ ☒ ☒ ☒ :

- Must be a Senior High School Top 1 or Top 2 graduate of the batch;
- Must pass the UST Entrance Test (for Freshmen);S2(a)-1 (3);S3-3.273 -20.080 Td(FORFn) 59 a110 udbe graduat3);S3-3.273 -20.080 Td(FORDLE) 316.9 (A)-
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- 1 copy of 2"x2" colored ID Picture;
- Photocopy/Print-out of the UST Entrance Test (USTET) for Senior High School result;
- Photocopy of Confirmation of Enrolment Form;
- Photocopy of the UST Registration Form (if enrolled);
- Original Certification that the student completed Grade 10 as Top 1 or Top 2 of the batch (the school's dry seal should be affixed to the document);
- Photocopy of the Certificate of Good Moral Character; and
- Photocopy of the Junior HS Report Card (Form 138).

☐ ☐ ☐ ☐ ☐ ☐ :

The applicant must submit the following documents to the Office for Student Affairs

- 1 / 2 . . . . .
- Accomplished and signed application form (may be secured from the Office for Student Affairs);
- 1 copy of 2" x 2" colored ID Picture;
- Photocopy/Print-out of the UST Entrance Test (USTET) result (for Freshmen only);
- Photocopy of Confirmation of Enrolment Form;
- Photocopy of Form 137/138 (SHS Report Card);
- Original Certification that the student graduated as Top1 or Top 2 of the batch (the school's dry seal should be affixed to the document);
- Certification of Good Moral Character;
- Photocopy of UST Registration Form (if enrolled).

☐ ☐ ☐ ☐ #1

- Accomplished and signed application form;
- Certification that the student ranks number 1 among the batch (issued by the Office of the Dean).

B U S T :

U S T H S E N T N C E :

UST HS ENT NCE - TOP 1  
- 100% defrayal of tuition

UST HS ENT NCE - TOP 2  
- 50% defrayal of tuition

Rector's Honori c (for Education High School)  
- 100% defrayal of tuition

U S T H S E N T N C E :

TOP 1 JUNIOR HIGH SCHOOL COMPLETERS  
- 100% defrayal of total fees

TOP 2 JUNIOR HIGH SCHOOL COMPLETERS  
- 50% defrayal of total fees

- UST Senior High School Valedictorian graduates for each of the 6 academic9 (ch 2 1S.9 g Sg Sg Sg Ss fo.1 (duc1.63)5 (n )5 (n #ion)





☒ ☒ ☒ A ☒ A ☒ :

☒ ☒ ☒ ☒ :  
e applicant must submit all requirements for admission and scholarship to the Office of the Principal on a scheduled date.

☒ ☒ ☒ ☒ :  
**Submission of Scholarship Requirements**

1. The qualified applicant must submit all the requirements to the Office for Student Affairs (OSA);
2. The applicant must write an essay; and accomplish the Scholarship Encoding Form and the Scholarship Agreement Form.

☒ ☒ ☒ ☒ :  
The applicant will submit the accomplished and signed application form together with the complete requirements on the scheduled date, as announced by the Office for Student Affairs.

- ☒ :
- Applications with incomplete requirements will not be processed.
  - The student does not have to pay tuition fees in advance. They can already process their scholarship once they are accepted by their chosen college.

☒ ☒ ☒ ☒ ☒ ☒ ☒ ☒ A :

The scholarship is renewable every term (except for the Junior High School which is renewable every academic year). To maintain the scholarship, the student must:

- Commit to the core values of the University as a Catholic institution and support the advocacies of the University;
- Actively participate in all scholars' activities;
- Carry a full term load as prescribed in the program enrolled;

- Maintain an average grade of
  - 89.00 for Education High school with no grade lower than 80.00.
  - 89.00 for Senior High School with no grade lower than 80.00
  - 1.75 for Tertiary Level with no failing grades and no grade of 3.0 in both academic and non-academic courses.
  - 86.00 for the Faculty of Civil Law with no failing grades
  - 88.50 for the Faculty of Medicine and Surgery with no failing grades
- Not drop any course during the term;
- Not change or shift to any program;
- Not enjoy more than one (1) scholarship at any given term;
- Not perform any act or engage in any activity that the University deems inimical to its interest;
- Not commit a crime punishable under law;
- Not violate any of the provisions of the UST Student Handbook or the UST Senior High School Rules and Regulations, and the applicable provisions of the Manual of Regulations for Private Higher Education (MORPHE) and Manual of Regulations for Private Schools in Basic Education.

☒:

- Non-compliance with any of the foregoing requirements or any provisions of the scholarship agreement will constitute a ground for the forfeiture of the scholarship.
- Cancellation of the scholarship in the middle of the term is subject for adjustment of fees.



- Not enjoy more than one (1) scholarship at any given term;
- Not perform any act or engage in any activity that the University deems inimical to its interest;
- Not commit a crime punishable under the law;
- Not violate any of the provisions of the UST Student Handbook or the UST Senior High School Rules and Regulations, and the applicable provisions of the Manual of Regulations for Private Higher Education (MORPHE) and Manual of Regulations for Private Schools in Basic Education.

☒:

- Non-compliance with any of the foregoing requirements or any provisions of the scholarship agreement will constitute a ground for the forfeiture of the scholarship.
- Cancellation of the scholarship in the middle of the term is subject for adjustment of fees.

☒ A ☒ ☒ ☒ ☒ ☒ ☒ :

Symphony Orchestra, Wind Orchestra, Coro Tomasino, Liturgikon Vocal Ensemble

A (50 .)

- There will be a deduction of 3 points per unit of failure in any academic course
- Failure of 1 unit - retain scholarship level
- Failure of 2-5 units - automatic deduction of 25%
- Failure of 6-8 units - automatic deduction of 50%
- Failure of 9 units or more - automatic cancellation of scholarship

**A. ... (30 ...)**

- 1 attendance point for every ordinary rehearsal
- 5 attendance points for every performance (big or small)
- The total number of attendance points will be computed at the end of the semester
- Point system:

30 = 99-100% of the total number of attendance points

29 = 97-98%

28 = 95-96%

27 = 93-94%

26 = 91-92%

25 = 89-90%

24 = 87-88%

23 = 85-86%

22 = 83-84%

21 = 81-82%

20 = 79-80%

19 = 77-78%

18 = 75-76%

17 = 73-74%

16 = 71-72%

15 = 69-70% - automatic cancellation of scholarship

**B. ... (20 ...)**

- 15 points for performance (capacity to meet ensemble demands, technical and musical ability)
- 5 points for rapport with the conductor and peers (ability for collaborative work, communicative skills, camaraderie)

**C. ...**

**90** - no academic failure

- increase of 25% in the scholarship level

**75-89** - maintenance of scholarship level

**60-74** - decrease of 25% in the existing scholarship level

**50-59** - decrease of 50% in the scholarship level

**50** - cancellation of scholarship

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- Invited student-athletes from Asian Goodwill Games or other local competitions. Basis will be the last athletic competition or performance.

3. ☒ ( )

- Student-athletes who have consumed the (5) playing years
- Scholarship may be extended up to a maximum of two years only, within which they are expected to finish their degrees
- Student-athletes under this scholarship who are enrolled in any of the baccalaureate programs of the University and opted to go on leave of absence (LOA) to play for commercial sports league or similar reasons are not entitled to renew their scholarship upon their return from LOA.

4. ( )

- Invited student-athletes with potential skills coming from Service PE Classes and adapted communities. Exempted from Service PE Classes and NSTP

A ☒ ☒ A ☒ ☒ ☒ A ☒ ☒ ☒ ☒ :  
 -A A :

1. Filipino, Fil-Foreign, Foreigner
2. Finish elementary level with a passing mark
3. Pass the UST Entrance Examination
4. Physically fit and willing to play for the University
5. Participated and won at least in some local and national sports competitions
6. Undergo summer training and tryout with the team applying

-A A :

1. Enrolled in UST Junior High School or at UST Education High School
- 2.



3. Attend regularly to his/her academic class and varsity training all the time
  - 4.
-

b. Must pass at least 60% of the total number units enrolled

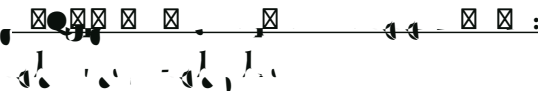
a. Must be enrolled in at least two (2) subjects to at least six (6) units of a duly approved course leading to a master's degree

b. Must pass all courses enrolled

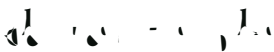
Team A	Elite Pool	100%TF + 100% M + 100% OF + 100% OC
Team B	Non-UAAP Athletes Reserved Pool	100% TF + 100% M + 100% OC
	Developmental Pool	NO SCHOLARSHIP

LEGE D:

- F -
- M -
- F -
- C -



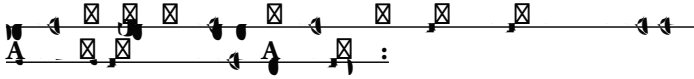
- a. (1) pc. clear photocopy of Grades of previous school year
- b. (1) pc. 2x2 colored picture (white background)



- a. (1) pcs. clear photocopy of Grades of previous school year
- b. (6) pcs. clear photocopy of Birth Certificate authenticated by NSO (National Statistic Office)

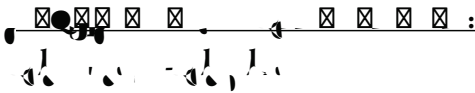
- c. (6) pcs. clear photocopy of Elementary Report Card (Grade 6 or Grade 7)
- d. (1) pc. 2x2 colored picture (white background)

- a. (6) pcs. clear photocopy of Birth Certificate authenticated by NSO (National Statistics Office)
- b. (6) pcs. clear photocopy of Elementary Report Card (Grade 6 and or Grade 7)
- c. (1) pc. 2x2 colored picture (white background)



1. The coach should fill-out the IPEA-Scholarship/Line-up Form if he/she will recommend an athlete to avail scholarship and the percentage an athlete to avail scholarship and to be submitted to the Athletics Moderator
2. The Athletics Moderator verifies and endorses to the Director for approval
3. Upon approval, the IPEA staff informs the student-athletes of the enrolment process



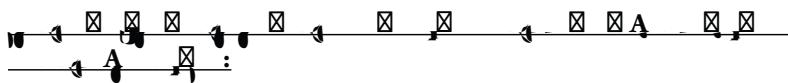



- a. (1) pc. 2x2 colored picture (white background)
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- a. (6) pcs. clear photocopy of Birth Certificate authenticated by NSO (National Statistic Office)
  - b. (6) pcs. clear photocopy of High School Report Card
  - c. (1) pc. 2x2 colored picture (white background)
- 
- a. (6) pcs. clear photocopy of Birth Certificate authenticated by NSO (National Statistic Office)

- b. (1) pc. 2x2 colored picture (white background)
- c. (6) pcs. clear photocopy of Transcript of records from previous school
- d. Released paper if transferee from UAAP Member School
- e. Certification of OFW working permit (only if necessary)

• ( )

- a. (6) pcs. clear photocopy of Birth Certificate duly authenticated by the Consular Office or Section of the Philippine Embassy having jurisdiction over the state or country issuing such document (RED RIBBON)
- b. (6) pcs. clear photocopy of Transcript of records from previous school
- c. (1) pc. 2x2 colored picture (white background)
- d. (6) pcs. ACR and/or Study Permit/passport/ and immigration ID
- e. Released paper if transferee from UAAP Member School



- 1. The coach should fill-out the IPEA- Scholarship/Line-up Form if he/she will recommend an athlete to avail scholarship and the percentage an athlete received and to be submitted to the Athletics Moderator
- 2. The Athletics Moderator verifies and endorses to the Director for approval
- 3. Upon approval, the IPEA staff informs the student-athletes of the enrollment process

3. **Financial Assistance for Students in Need of Financial Assistance:**

This scholarship is given to students who are in need of financial assistance and who are willing to render assistance for 20 to 30 hours per week in the University. The approval of this scholarship is subject to the availability of slot/s or fund/s per faculty/college/department.

**Qualifications:**

- Must be a Filipino citizen;
- Must pass the UST Entrance Test;
- Must pass the interview before enrollment;
- Must have an average grade of not less than 85% (for Freshmen);
- Must have an average grade of not less than 2.50 with no more than one (1) grade of 3.0 from the previous term, and no failing grade incurred from the previous terms (for Higher years);
- Must be physically fit and willing to render service to the University;
- Must belong to a family whose gross annual income does not exceed Php 400, 000.00.

**Documents to be Submitted:**

The applicant must submit the following documents to the Faculty/College Scholarship Committee (Office of the Dean):

- Accomplished and signed application form (may be secured from the Office of the Dean);
- 1 copy of 2" x 2" colored ID picture;
- Photocopy/Print-out of the UST Entrance Test (USTET) result (for Freshmen only);
- Photocopy of UST Registration Form;
- Photocopy of Grades
  - Form 137 or 138 (SHS Report Card).
  - (for Freshmen with 85% General Average);

- Temporary Transcript  
(for Higher years with 2.50 General Average with no more than one (1) grade of 3.0 from the previous term, and no failing grade incurred from the previous terms);
- Certification of Good Moral Character;
  - Issued by the Dean/Office for Student Affairs (for Higher years);
  - Issued by the Principal or Guidance Counselor (for Freshmen);
- Photocopy of Baptismal Certificate;
- Photocopy of Birth Certificate;
- Parents' Proof of Income
  - Photocopy of latest Income Tax Return (ITR) of both Parents, or
  - Certification of Non-Filing from BIR with Affidavit indicating the estimated source of annual income, or
  - Photocopy of Proof of Income/Pay Slip/ Contract (for OFW);
- Barangay Clearance (sketched at the back of the barangay clearance, the map of the location of the barangay relative to the applicant's residence);
- Recommendation Letter from the Parish Priest; and
- Parental Consent.

**Benefit :**

- 100% defrayal of the total fees
  - : If accepted beyond the required schedule, the benefit will be pro-rated.
- Monthly stipend, based on the number of service hours rendered.

☒:

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- Be enrolled with a minimum course load of 15 units per term;
- Observe proper attitude/decorum in the area of assignment;
- Not incur six (6) days of absence allotment without valid excuse nor prior notice;
- Not incur two (2) consecutive failures (74% and below) in the evaluation in the San Lorenzo Ruiz Scholarship Renewal Form;
- Not drop any course during the term;
- Not change or shift to any program;
- Not enjoy more than (1) scholarship at any given term;
- Not engage in any kind of employment inside or outside of the University;
- Not violate any of the Provisions of the Student Handbook and the applicable provisions of the Manual of Regulations for Private Higher Education (MORPHE).

Accomplished San Lorenzo Ruiz Scholarship Renewal Form.

- Accomplished San Lorenzo Ruiz Scholarship Renewal Form.

☒:

- Non-compliance with any of the foregoing requirements or any provisions of the scholarship agreement will constitute a ground for the forfeiture of the scholarship.
- Cancellation of the scholarship in the middle of the term is subject for adjustment of fees.

4. A

is scholarship, named after the Dominican Patron Saint of the poor, is extended to deserving students in need of financial assistance. The approval of this scholarship is subject to the availability of funds/slot/s per faculty/college.

Sta. Rosa de Lima Fund (for Freshmen)

San Juan Macias Fund (for Higher years)

are given by foundations and benefactors with limited slots to deserving students in selected faculties/colleges.

A

Must be a Filipino citizen;

- Must be a Filipino citizen;
- Must pass the UST Entrance Test (USTET) for Senior High School;
- Must have an average grade of at least 85.00 with no grade lower than 80.00;
- Must be a regular student;
- Must be enrolled on an installment basis;
- Must belong to a family whose gross annual income does not exceed Php 300,000.00

( )

The Top 10 Grade 10 completers of UST EHS are considered as priority applicants for the San Martin de Porres Scholarship Program.

• • • • •

- Must be a Filipino citizen;
- Must pass the UST Entrance Test (for Freshmen);
- Must have an average grade of not less than 85% (for Freshmen);
- Must have an average grade of not less than 2.25 with no grade of 3.0 from the previous term, and no failing grade incurred from the previous terms (for Higher years);
- Must be a regular student (as programmed every term);
- Must be enrolled through installment basis;
- Must belong to a family whose gross annual income does not exceed Php 300, 000.00.

• • • • • A • A •

• • •

the applicant must submit the following documents to the Office of the Principal of the Senior High School:

- Accomplished and signed application form (may be secured from the Office of the Senior High School Principal);
- 1 copy of 2"x2" colored ID Picture;
- Photocopy/Print-out of the UST Entrance Test (USTET) result;
- Photocopy of the Registration Form;
- Photocopy of the Certificate of Good Moral Character;
- Photocopy of the Junior HS Report Card (Form 138)
- Photocopy of the Baptismal Certificate;
- Photocopy of the Birth Certificate;



- Photocopy of Baptismal Certificate;
- Photocopy of Birth Certificate;
- Parents' Proof of Income

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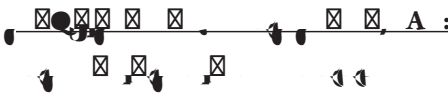
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- The applicant must undergo final assessment from the Office for Student Affairs for final result;
- If recommended/approved (subject to availability of slot), the applicant must accomplish the Scholarship Encoding Form (SEF) for the processing of the discount and the Scholarship Agreement Form (SAF).

☒:

Incomplete requirements will not be processed.



The scholarship is renewable every term. To maintain the scholarship, the student must:

- Commit to the core values of the University as a Catholic institution and support the advocacies of the University;
- Actively participate in all activities that are organized for the Senior High School scholars;
- Maintain an average grade of 85.00 with no grade lower than 80.00
- Not enjoy more than one (1) scholarship at any given term;
- Not perform any act or engage in any activity that the University deems inimical to its interest;
- Not commit a crime punishable under law;
- Not violate any of the provisions of the UST Student Handbook, the UST Senior High School Rules and Regulations, and the applicable provisions of the Manual of Regulations for Private Schools in Basic Education.











