



## **Philippine Association for Government Budget Administration (PAGBA), INC.**

### **Rules and Regulations on the PAGBA SCHOLARSHIP PROGRAM**

#### **OBJECTIVES**

- To establish and maintain a system of scholarship grants which shall be available to qualified and deserving members.
- To provide an opportunity and promote for PAGBA members the right to quality and higher level of education to improve work efficiency in the delivery of public service.

#### **COVERAGE**

- All PAGBA members who deserve to pursue post graduate studies related to their work. Preference shall be given to those who are performing work related to public fiscal administration. The studies shall be undertaken in state universities or colleges locally.

#### **QUALIFICATION REQUIREMENTS**

The applicant-scholar must:

- Be a member in good standing. A member in good standing is one who has paid his/her membership and annual dues and holder of PAGBA membership ID;
- Not be more than fifty-five (55) years old at the time of application of scholarship grant;
- Be presently employed in the government on permanent status.
- Be in good health, as certified by a government physician;
- Has not obtained or availed of any scholarship grant from government or non-government organization, whether locally or abroad, in the past two (2) years prior to the school year the scholar will study.

#### **APPLICATION PROCEDURE**

- Fill out application form which may be downloaded at the PAGBA website, [www.pagba.com](http://www.pagba.com);

- Submit the filled out application form to the Chair of the Scholarship Committee through the PAGBA email address not later than January 31 of each year covering the first semester of every school year.
- PAGBA, through the Scholarship Committee, shall conduct the screening process including interview of the applicants within the months of February and March for every school year. The Scholarship Committee shall promulgate the screening procedures for the purpose. A list of nominees who have qualified shall be submitted to the PAGBA Board for approval.

## **SCHOLARSHIP CONTRACT**

Once an applicant qualifies and is accepted to the Program, he/she will enter into a scholarship contract with PAGBA which shall contain the terms and conditions of the scholarship being granted and availed of.

## **ENTITLEMENTS OF THE SCHOLAR**

Subject to availability of funds:

- a lump-sum amount of TEN THOUSAND PESOS (Php10,000.00) per semester to cover tuition fees and related fees and expenses; and
- another TEN THOUSAND PESOS (Php10,000.00) to cover thesis/paper writing, adviser's fee and similar fees for the non-thesis program.

## **OBLIGATIONS OF THE SCHOLAR**

- Enter into a scholarship contract with PAGBA covering the terms and conditions of the scholarship;
- Enroll immediately for the incoming semester and succeeding semesters, until he/she finishes the course within the period stipulated in the contract. Extensions and deferments may be allowed only in exceptional and meritorious cases to be determined and approved by the PAGBA Board.
  - In case a scholar is unable to complete the course within the stipulated period due to circumstances beyond his/her control, the grant may be extended by the PAGBA Board until he/she completes the course.
- Maintain at all times an average academic rating not lower than 2.0 (with 1.0 being the highest and 5.0 the lowest) or its equivalent.
  - If a scholar receives an incomplete grade in a particular semester/term, he/she shall still be allowed to avail of the scholarship grant only in the immediately succeeding semester.

- If a scholar receives a failing grade, or discontinues the studies for reasons other than those beyond his/her control, such as serious illness (means that a scholar is incapacitated by illness or disease to report back to school), the scholarship grant shall be discontinued.
  - A scholar who discontinues the studies or who fails to complete the course due to his/her own fault or willful neglect shall be barred from participating in future scholarship grants.
- Submit a copy of academic record or grades to the PAGBA at its office address at the end of each semester/term, duly certified by the school registrar or authorized official concerned, and furnish PAGBA with a copy of the thesis/dissertation/research paper, whichever is applicable.
  - Submit a certificate of employment every time scholar asks for assistance or grants.
  - Liquidate the financial assistance granted within thirty (30) days from receipt thereof.
  - Submit certificate of employment in government service every year for the succeeding two years after graduation.

## **TERMINATION OF CONTRACT**

The scholarship contract shall be terminated under **ANY** of the following circumstances:

- Resignation from government service;
- Separated from the service for cause;
- Discontinuance of his/her studies;
- Failure in any of his/her enrolled subjects;
- Submission of fraudulent documents.

In case of termination of contract due to any of the foregoing circumstances (except for serious illness or reasons beyond the control of the scholar), all expenses paid by PAGBA for his/her studies shall be refunded.

## **OTHER PROVISIONS**

- The number of scholars for every school year shall be subject to the availability of funds.
- PAGBA shall regularly monitor the scholar's progress and completion of the study.