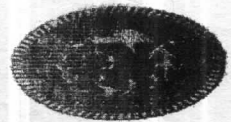




Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region V (Bicol)  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**  
Virac, Catanduanes


Email Add: catanduanes@deped.gov.ph/catanduanesd15@gmail.com  
Website: www.depedrovcatanduanes.com Tel No.: (052)811-40-63



MEMORANDUM:

To : Chief EPS, CID and SGOD and Staff  
Public Schools District Supervisors  
Secondary School Heads  
Division Office Personnel

Date : June 13, 2019

From :   
**SOCORRO V. DELA ROSA, CESO V**  
Schools Division Superintendent 

Subject : "GSIS Scholarship Program, SY 2019-2020"


RELEASEE

DepEd, Division of Catanduanes

RECORDS SECTION

Date JUN 13 2019

Time: 10:11 AM

Initial/Signature: 

As per Electronic Mail received by this office, the GSIS is now accepting Application Forms for GSIS Scholarship Program, Academic Year 2019-2020.

Please find attached form as well as the guidelines in filling up. Accomplished forms and requirements must be submitted directly to the GSIS Virac Satellite Office on or before June 24, 2019.

The following are the requirements for the Scholarship Program

1. Duly Accomplished Form
2. Certificate of Employment
3. Certification from the School that the nominated scholar is accepted
4. Dependents Birth Certificate
5. GSIS Print out of Business Partner Number- (please coordinate with GSIS)

For information, guidance and compliance.



**PASEGURAHAN NG MGA NAGLILINGKOD SA PAMAHALAAN  
(GOVERNMENT SERVICE INSURANCE SYSTEM)**

Financial Center, Roxas Boulevard, Pasay City 1308

**GSIS SCHOLARSHIP PROGRAM AY 2019-2020 APPLICATION FORM**  
**Application Period: 22 April to 24 June 2019**

**INSTRUCTIONS: Please print and complete all entries in capital letters and check the appropriate box.**

- Attach the following
  - Certificate of Employment - Employee-Member must be a **PERMANENT EMPLOYEE** with at least 3 years of service.
  - Certification from the school that the nominated scholar is accepted as incoming college freshman during academic year 2019-2020.
  - Birth certificate of dependent
  - GSIS Print out of BP Number – please coordinate with the GSIS frontline information officer

Name of Member-Applicant \_\_\_\_\_  
(LAST) (FIRST) (MIDDLE)

GSIS BP No. \_\_\_\_\_ Email Add: \_\_\_\_\_

Complete Home Address \_\_\_\_\_ Postal Code: \_\_\_\_\_

Date of Birth (mm/dd/yyyy) \_\_\_\_\_ Home /Mobile Phone No. \_\_\_\_\_

Civil Status  Single  Married  Separated GSIS Status  Active member  PTD pensioner

Sectoral Group Affiliation (if applicable):  Solo/Single Parent (SP)  Person with disability (PWD)  Indigenous People (IP)

Agency Name \_\_\_\_\_ Agency Address \_\_\_\_\_

Type of Agency  Nat'l Gov't  LGU  GFI  GOCC Others, pls. specify \_\_\_\_\_

Office Phone No. \_\_\_\_\_ Position \_\_\_\_\_ Years in Government Service \_\_\_\_\_

Salary Grade (if based on job level, indicate equivalent salary grade) \_\_\_\_\_ Annual Basic Salary \_\_\_\_\_

Name of Spouse (if applicable) \_\_\_\_\_  
(LAST) (FIRST) (MIDDLE)

Occupation \_\_\_\_\_ Agency/Address \_\_\_\_\_ Mobile No. \_\_\_\_\_

Name of Dependent \_\_\_\_\_  
(LAST) (FIRST) (MIDDLE)

Relationship to the Member-Applicant \_\_\_\_\_ Gender  Male  Female

Course Title \_\_\_\_\_ Course Duration  4 yrs  5 yrs  
 Others (indicate no. of years/months) \_\_\_\_\_

Term: Semestral \_\_\_\_\_ Trimester \_\_\_\_\_ Quad \_\_\_\_\_ When Classes Will Open (Month) \_\_\_\_\_

Complete Name of School/University \_\_\_\_\_

Complete Address of school: \_\_\_\_\_ Postal Code \_\_\_\_\_

Applicant's Signature over Printed Name \_\_\_\_\_ Date Accomplished \_\_\_\_\_

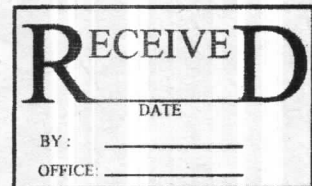


**GSIS SCHOLARSHIP PROGRAM AY 2019-2020**

Name of Member-Applicant: \_\_\_\_\_

Name of Dependent: \_\_\_\_\_

For follow up or inquiries, email: [gssisscholarship@gsis.gov.ph](mailto:gssisscholarship@gsis.gov.ph) or call (02) 976-4970



**RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ OFFICE: \_\_\_\_\_**

**PLEASE READ BEFORE FILLING-UP THE FORM**

**GSIS SCHOLARSHIP PROGRAM (GSP) FOR AY 2019-2020**  
**Application Period: 22 April to 24 June 2019**

1. All permanent employees in the government with at least three (3) years of service and with salary grade of 24 or below or its equivalent job level AND are active and regular GSIS members at the time of application with premium payments for the last six (6) months are eligible to apply.  
Likewise, all Permanent Total Disability (PTD) pensioners who are below sixty (60) years of age may nominate their children for scholarship, with their last compensation to be used as basis for the selection process. From hereon, PTD pensioners shall also be referred to as "members".
2. The member / PTD pensioner is allowed to nominate one (1) scholar who meets the following qualifications:
  - a. Must be a child of a member, including the child/dependent of solo parent-member as defined under The Solo Parental Welfare Act or the dependent of a childless married or single member; and
  - b. An incoming college freshman-dependent who is accepted in or taking up any 4- or 5-year course (Annex A) at schools identified by the Commission on Higher Education (CHED) in a Higher Education Institution (HEI) with its own charter or a school qualified by the CHED as Levels IV and III, Autonomous or Deregulated (Annex B).
3. Eligible members may secure an application and certification forms (see reverse portion) from any GSIS office or may download the same from the GSIS website ([www.gsis.gov.ph](http://www.gsis.gov.ph)).
4. For all applicants, please submit the following requirements to the nearest GSIS office for processing:
  - a. Duly accomplished GSIS Scholarship Application Form
  - b. Certificate of Employment – See attached sample
  - c. Certification from the school that the nominated scholar is accepted as incoming college freshman during the current academic year – See attached sample
  - d. Dependent's Birth Certificate
  - e. GSIS Print out of Business Partner (BP) Number – please coordinate with the GSIS frontline information officer
5. For applicants with sectoral group affiliation, please submit the following additional requirements:
  - a. Endorsement from the head of agency/office attesting to the veracity of claim that you belong to the sector you have chosen
  - b. Original/verified true copy of government-issued authentication, i.e. PWD ID from the local social welfare development office (LSWDO) or National Council on Disability Affairs; Certificate of Confirmation of Tribal Membership from National Commission on Indigenous Peoples; and SP ID from LSWDO.
6. Eligible GSIS members will be selected based on their annual basic salary and length of service.
7. The scholar shall be entitled to the following benefits during the 4- or 5-year course duration:
  - a. Actual cost of tuition and miscellaneous fees not to exceed P40,000.00 per academic year, regardless of the number of terms (not to include summer classes and provided that the course is finished within the regular duration prescribed by the school for that 4- or 5-year course); and
  - b. Monthly stipend of P3,000.00
8. The scholarship grant is non-transferable.
9. Only those who complied with abovementioned requirements are qualified to apply.

**CONTACT US:**

For follow up or inquiries, email: [gsisscholarship@gsis.gov.ph](mailto:gsisscholarship@gsis.gov.ph) or call (02) 976-4970

## FACTSHEET ON THE GSIS SCHOLARSHIP PROGRAM FOR AY 2019-2020

### 1. ELIGIBILITY OF THE MEMBERS TO NOMINATE A SCHOLAR

All active GSIS members [with premium payments for the last six (6) months] may nominate, provided that:

- a. They are permanent employees in the government, who are regular GSIS members at the time of application, with at least three (3) years of service;
- b. They are at salary grade (SG) 24 or below or its equivalent job level; and
- c. They have incoming college freshmen-dependents who are accepted in or taking up any 4- or 5-year course or in priority courses (Annex A) identified by the Commission on Higher Education (CHED), in a Higher Education Institution (HEI) with its own charter or a school qualified by the CHED as Levels IV and III, Autonomous or Deregulated (Annex B).

Likewise, all Permanent Total Disability (PTD) pensioners who are below sixty (60) years of age may nominate their children for scholarship, with their last compensation to be used as basis for the selection process.

### 2. APPLICATION

Eligible GSIS members may secure an application form from any GSIS office or may download the same from the GSIS website ([www.gsis.gov.ph](http://www.gsis.gov.ph)).

Duly accomplished application forms must be submitted to the nearest GSIS office for processing together with the following:

**For all applicants:**

- a. Birth Certificate of dependent;
- b. Certificate of employment of the member (*not a requirement for PTD pensioner-applicants*);
- c. Certification from the school that the nominated scholar is accepted as incoming college freshmen-dependents during the current Academic Year;

**Additional Requirements:**

**For Persons With Disability (PWD), Indigenous People (IP) and Solo Parent (SP) applicants:**

- d. Endorsement from the head of agency/office attesting to the veracity of claim that applicant belongs to abovementioned sectors; and government-issued authentication i.e., PWD ID from the local social welfare development office (LSWDO) or National Council on Disability Affairs; Certificate of Confirmation of Tribal Membership from the National Commission on Indigenous Peoples; and SP ID from LSWDO.

### 3. SCHOLARSHIP SLOTS

- a. Four hundred (400) scholarship slots shall be awarded annually to qualified member-applicants with the lowest annual basic salary. The slots shall be allotted proportionately per region. These shall be based on the existing membership coverage per region, per year. The slots designated for each region shall be awarded to dependents whose parents are assigned in that particular region and who qualified under the following categories:

- |            |   |  |
|------------|---|--|
| Category A | - | qualified applicants with dependents accepted in 4- or 5-year courses                          |
| Category B | - | qualified applicants with dependents accepted in 4- or 5-year CHED-identified priority courses |

**(OFFICIAL LETTERHEAD OF AGENCY)**

**(DATE)**

**CERTIFICATE OF EMPLOYMENT**

TO WHOM IT MAY CONCERN:

This is to certify that as appearing in the records of this Office, **Mr./Ms. (COMPLETE NAME)**, with **GSIS BP NUMBER**, is an employee of the **(COMPLETE AGENCY NAME)**, a **(AGENCY TYPE - GFI, GOCC, LGU, NG, etc.)**. He/she is holding the position of **(POSITION TITLE)** with Salary Grade **(SG/Job Level or SG equivalent)**. As such, he/she receives an annual basic salary of **(AMOUNT)**.

As a permanent employee since **(MONTH/DAY/YEAR)**, his/her length of service in the government is **(YEARS IN SERVICE)**. Based on records, **Mr./Ms. (SURNAME)** has premium payments for the last six (6) months.

This certification is being issued upon the request of **Mr./Ms. (SURNAME)** as a requirement for his/her application in the GSIS Scholarship Program for AY 2019-2020.

**AGENCY AUTHORIZED OFFICER (i.e. Personnel Manager/HR Officer)**  
**Position Title**

**(OFFICIAL LETTERHEAD OF SCHOOL)**

**(DATE)**

**CERTIFICATION**

TO WHOM IT MAY CONCERN:

This is to certify that based on our records, **Mr./Ms. (COMPLETE NAME OF STUDENT)** is qualified to enroll or enrolled as incoming college freshman in **(COMPLETE COURSE TITLE)**, a **(COURSE DURATION)** year degree course for AY 2019-2020.

This certification is being issued upon the request of **Mr./Ms. (SURNAME)** as a requirement for his/her application in the GSIS Scholarship Program for AY 2019-2020

**AUTHORIZED SCHOOL OFFICER (i.e. Admission Officer/Registrar)**  
**Position Title**