



General Requirements, Policies and Guidelines of University Scholarships and Grants

As a general rule, scholarships are awarded to students who meet minimum criteria set by the University through the Scholarships Committee.

General Statements:

1. A scholarship is a privilege and not a right. It carries with it certain responsibilities.
2. Students applying for scholarships should not make applications for a particular or designated specific scholarship.
3. No student should come to Silliman University with the expectation of enjoying a scholarship, a work grant, or any financial assistance from the University unless s/he has been formally accepted and has received official notification of the award.
4. Awards are made only to full-time students (minimum load of 15 units) with demonstrated need and academic merit.
5. Scholarships are subject to availability of funds, thus, every year the university determines the number of scholarships and aid that it will make available to incoming freshmen and continuing scholars.
6. To maximize financial assistance to as many students as possible, awarding of a scholarship will be limited to one family member only, unless otherwise stipulated by the donor/s.
7. University scholars are chosen according to rank (based on identified parameters) and the number of scholarships available for the year.
8. The education of the student is not the sole responsibility of the school. The student and his/her family are also expected to contribute (e.g. through earnings, assets, savings and even borrowings against future earnings) to the education costs incurred during the student's study in Silliman.

General Guidelines:

1. Students who wish to apply for a scholarship grant must comply with the minimum requirements on the set deadline.
2. Continuing scholars need to re-apply during the prescribed period. Non-compliance means automatic dropping from the Roster of Scholars.
3. Once the Roster of Scholars is drawn up, late applicants who fulfill the minimum conditions shall no longer be considered.
4. Successful candidates are required to sign the Scholarship Agreement indicating their acceptance of the conditions of the scholarship.
5. With the exception of incoming freshmen, application for a scholarship will be considered if and only when the applicant has been enrolled in Silliman for at least one semester.
6. Continuing students applying for special scholarships and grants-in-aid with the exception of the Service Scholarships (Aid to Athletes, Band, Campus Choristers and Dance Troupe) must have worked as a student assistant in the previous semester.
7. All incomplete grades must be completed on or before the following semester's Midterm Week before any financial assistance can be considered.
8. All applications must be submitted on or before the designated deadline set by the SSAD office.
9. Recipients must maintain a TQPA of 2.5 or more, (or a TQPA of 2.75 for Portal Scholars) unless otherwise stipulated by the donor/s.
10. No two or more Special Scholarships and Grants-in-Aid are awarded except for Service Scholarships.
11. Recipients of Special Scholarships may apply for other financial aid, grants, or special privileges/benefits administered by the University to cover only the balance between the special scholarship and other financial aid, grants and other privileges/benefits administered by the university.
12. In the case of University Honor Scholars, the corresponding honor attached to it shall be conferred on the student through an Honor Certificate, in lieu of any monetary consideration.



13. With the exception of the Service Scholarships, all the other scholarships, financial aid, grants, or special privileges/benefits administered by the university observes the 'No Cash Out' policy.
14. Recipients of the Service Scholarships may receive the monetary benefit when school obligations are fully paid.
15. The special scholarship grant can be availed for eight (8) semesters for a 4-year course/program and ten (10) semesters for a 5-year course/program which is subject for renewal/evaluation every semester.
16. Children of faculty and staff members are not eligible for Special Scholarships and Grants-in-Aid except for Service Scholarship.

Criteria:

1. Applicant must belong to the first 5 ranks of the graduating class.
2. The family annual income of the applicant is preferably not more than Php 250,000.00.
3. Applicant is willing to enroll in a priority course subscribed by the university for Portal Scholarship recipients.
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Application Requirements

New Applicants:

1. Accomplished application form accompanied by a personal letter of application. On the blank space below, briefly write an essay about yourself, your goals in life and why you need this special scholarship and what it will mean to you if granted.
2. Photocopy of Form 138.
3. Scholarship Examination Result from the SU Testing Center.
4. Certification of honor/graduation rank from the High School Principal.
5. Latest income tax return or Certification as non-filer from the local BIR.
6. Recommendations from two (2) uninterested reliable persons from his/her community but not politicians and relatives, stating the economic condition of the family.
7. Certification from the District Conference stating that her/his parent/s are practicing pastor/s to a local church (state the name & location of the church) and the duration of the appointment. (for UCCP Pastor's children)
8. Certification from the District Superintendent that will certify that the applicant is a son/daughter of an ordained minister of the United Methodist church (state the name & location of the church) and the duration of the appointment. (for United Methodist Ministers' Children)

Continuing Applicants:

1. Accomplished application form accompanied by a personal letter of application. On the blank space below, briefly write an essay about yourself, your goals in life and why you need this special scholarship and what it will mean to you if granted.
2. Certified TQPA of 2.5 or better from the College.
3. Latest income tax return or Certification as non-filer from the local BIR of both parents.
4. Endorsement from the College Dean.
5. Certification from the District Conference stating that her/his parent/s are practicing pastor/s to a local church (state the name & location of the church) and the duration of the appointment. (for UCCP Pastor's children)

Scholarship Application Procedure:

1. Applicants submit scholarship application requirements to SSAD.
2. Pre-qualified applicants will be scheduled to take the scholarship examination.
3. Applicants who meet the examination cut-off score, will be interviewed by the Student Aid Committee to determine who are most deserving to be awarded scholarships.