

SCHOLARSHIP SERVICE CONTRACT

The Government of the Philippines through the

(Agency/ Office)

represented by _____
(Head of Agency/ Office)

hereinafter to as the GRANTOR; and

_____ of legal age,
Filipino, Single/Married, presently residing at

_____ hereinafter
called the GRANTEE; and _____, of
legal age, Filipino, Single/Married, presently residing at

_____ hereinafter
called the GUARANTOR, hereby agree to be bound by this service contract.

WITNESSETH:

That pursuant to the provision of E.O. 129 as amended and in consideration of the grant and acceptance by the GRANTEE of a scholarship/training award to undergo on official time a program entitled _____ from _____ to _____, 20____. The GRANTEE hereby agrees to fulfill the following terms and conditions:

1. That the Grantee shall keep up with the standards of scholarship grant;
2. That the Grantee shall conduct him/herself in a manner as not to bring disgrace or dishonor to him/herself and/or his/her country;
3. That the Grantee shall submit to the head of his/her Office and to the special Committee on Scholarship (SCS) at the end of each term, his/her official transcript of grades, certificate of performance or its equivalent;
4. That, if there is sufficient reason for the extension of the Grantee's original scholarship/training/award, he/she shall submit a formal request to his/her agency, with justification and recommendation from his/her Program Adviser, six (6) months prior to the expiration of his/her travel authority/validity of the passport. It is understood that approval of the extension shall be made only upon the recommendation of the Grantee's agency to the SCS and upon the grantee's execution of a supplementary training scholarship contract covering the extension period;

5. That the Grantee shall return immediately to the Philippines and report to his/her office upon the completion or termination of his/her scholarship, fellowship or training grant;
6. That the Grantee shall submit to his/her Office, to the SCS and to other concerned offices, a completion report on his her training/scholarship within sixty (60) days after his/her return to duty, as per attached outline, and conduct echo-seminar within fifteen (15) days upon return to work;
7. That the Grantee shall serve his/her office or any other government office or instrumentality for the period of _____ year(s) as exigencies of the service require per Section 2 of EO 367;
8. That the Grantee accepts the value of the fellowship as follows:

a. Transportation (GOP; Local & International)	- P	_____	\$	_____
b. Tuition other fees	- P	_____	\$	_____
c. Allowances (GOP & sponsor)	- P	_____	\$	_____
Clothing	- P	_____	\$	_____
Living/Stipends				_____
Establishments				_____
Books				_____
d. Salaries, other emoluments and adjustments	- P	_____	\$	_____
TOTAL	- P	_____	\$	_____

9. That should the Grantee fail to comply with the foregoing conditions through his/her fault or willful neglect, resignation, voluntary retirement or other causes within his/her control, he/she shall refund to his/her Office the full amount defrayed by the Philippine Government and the sponsor as enumerated in Section 8.

Proportionate refund shall be allowed, provided that the Grantee has served his or her Office or agency at least 75% of his/her total service obligation.

10. That the Grantee shall have a Guarantor as his/her co-maker or co-signor in this contract who shall assume full responsibility jointly and severally should he/she fail to comply with the conditions set forth.

In WITNESS WHEREOF, we have hereunder set our hands this _____ day of _____, 20____, at _____.

Head of Agency
(GOP Representative)

Grantee

Guarantor/ Address
(Relative of the Grantee)

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
PASIG, METRO MANILA) S.S.

BEFORE ME, this _____ day of _____, 20____ in the Municipality of _____, Philippines, personally appeared _____
(name of Grantee)

_____ issued at _____ on _____;

_____, with Residence Certificate No. _____
(Name of Guarantor)

_____ issued at _____ on _____ respectively, known to me to be the same persons who executed the foregoing instrument and they acknowledged to me that they are the same persons in their free act and deed.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____.