

Republika ng Pilipinas  
(Republic of the Philippines)  
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS  
(MINISTRY OF EDUCATION, CULTURE AND SPORTS)  
Manila

February 16, 1984

MEMORANDUM FOR THE DIRECTOR  
No. 42, s. 1984

21ST ANNUAL YMCA-BIZAL YOUTH LEADERSHIP TRAINING INSTITUTE

To: Bureau Directors  
Regional Directors  
Schools Superintendents  
Presidents, State Colleges and Universities  
Heads of Private Schools, Colleges and Universities.

1. The YMCA of the Philippines will hold its 21st Annual YMCA-Bizal Youth Leadership Institute on May 16-22, 1984, at the Scala Retreat House, Dacod City. The theme is "Imperatives of Ideology in Leadership."

2. This annual event calls for the involvement of students in the youth sector for the purpose of developing conviction and adherence to the ideals and principles of excellence, honesty, integrity, and love of country in the belief that these students would be the future leaders of the nation.

3. All schools, colleges and universities, both public and private, are enjoined to encourage their students to participate in the training institute by availing themselves of the offered scholarships.

4. The salient features and other pertinent details of the scholarship program are found in the enclosed literature or course description and the Program Content Flow.

5. Applicants for scholarship under this program, using the enclosed form, should file their applications with any of the following: a) Universities and Colleges; b) Local YMCAs; and c) Civic Organizations on or before the end of February, 1984.

6. It is desired that the contents of this Memorandum be immediately disseminated and given the widest publicity possible for the information and guidance of all concerned.

(Sgd.) JAMES C. LAYA  
Minister

Incl.: As stated

References: None

Allotments: 1-2-3-4--(D.O. 1-78)

To be indicated in the Perpetual Index under the following subjects:  
SOCIETY or ASSOCIATIONS      STUDENTS      TRAINING PROGRAM

General Information and Guidelines

1. Venue : Soala Retreat House  
Bacolod City
2. Period : May 16 - 31, 1984
3. Theme : "Imperatives of Ideology in Leadership"
4. Minimum Qualifying Requirements
  - 4.1. Must be an honorarior junior or senior student for the school year 1984-85 with a weighted average of 2.0 or its equivalent for the past four (4) semesters, and without failing grade in any subject.
  - 4.2. Must be able to express himself clearly and accurately in verbal and written communication.
  - 4.3. Must have leadership experience as President in high school or college of any organization in school and/or community and officer of any major organization and/or community.
  - 4.4. Must have attended and participated in at least one (1) leadership training and spearheaded one project in school and/or community.
  - 4.5. Above mentioned minimum requirements shall be applicable to partial scholars. In the case of nominees for full scholarship, anything above the minimum requirements shall be a plus factor.
  - 4.6. Must be able to secure ways of defraying travel expenses to and from the Institute venue. This can be done either by solicitation from several sources or sponsorship from nominating organization.
5. Types of Scholarships Available
  - 5.1. Full Scholarship - There are thirty-five (35) slots available.
  - 5.2. Partial Scholarship - There are ten (10) slots available. Partial scholars shall pay a Registration Fee of One Thousand Five Hundred Pesos (P1,500.00) to be paid by the interested individual and/or sponsored by private, public or civic organizations. After notice of acceptance is received, Registration Fees should be forwarded to the Foundation on or before May 6, 1984.
6. Privileges for Scholars
  - 6.1. Board and lodging at the Institute venue for the whole duration of the Institute
  - 6.2. Seminar Kit
  - 6.3. For scholars coming from South Luzon and North Luzon, stay-over lodgings at the YMCA International Hostel on the evening of May 14, 1984 and on the evening of June 1, 1984.
  - 6.4. Accident Insurance
  - 6.5. Full scholars shall receive a partial travel subsidy (See attached schedule)

7. Recruiting Process

To insure quality scholars and preparedness for the advance intensive leadership studies, the following recruitment guidelines are to be implemented:

- 7.1. There shall be three (3) sources of nomination for scholarships, namely: a) Universities and Colleges, b) Local YFCAs, and c) Civic organizations. These sources shall conduct and administer a thorough screening process of their nominees based on the recommended screening guidelines.
- 7.2. Nominations shall be forwarded to the National Screening Committee, (NSC), Royal Youth Leadership Training Foundation, Inc., 350 Cameron Street, Manila on or before March 5, 1964.
- 7.3. The NSC shall conduct the final screening on March 15-20, 1964.
- 7.4. Notice of scholarship acceptance will be issued beginning March 21, 1964.
- 7.5. Accepted scholars shall confirm and ascertain attendance to the Institute between April 1-15, 1964.
- 7.6. Issuance of advance study materials and additional requirements, April 16-30, 1964.

8. National Screening Criteria

Quantitative

- 1. Academic Proficiency 30%
- 2. Proficiency in Communication 20%
- 3. Leadership Experience 30%
- 4. Extra-Curricular Activities 20%

Qualitative

- 1. Interview results indicating strengths and weaknesses of aspirants. This shall also include biological limitations such as allergies, hypertension, and religious prohibitions if any.
- 2. Completeness of submitted requirements.
- 3. Certificate of good moral character.

9. Recommended Screening Procedure for the Nominating Institution

- a) Evaluate the following:
  - a.1. Transcript of Records
  - a.2. Curriculum Vitae and Bio Data
  - a.3. Written Essay on any topic of interest at least 300 words typewritten, double space, 6 1/2 x 11.
- b) Interview
- c) Select Presentation - Diction, enunciation, extemporaneous speaking, singing, etc.
- d) Signing and accomplishment of Application Form
- e) Secure Medical Certificate

10. Things to be submitted to the National Screening Committee

- a) Transcript of Records
- b) Weighted average of academic and non-academic grades signed by School Registrar for the past 4 semesters (first year and second year College grades)
- c) Bio Data and Curriculum Vitae
- d) Medical Certificate
- e) Essay
- f) Fully accomplished Application Form

21st Rizal Youth Leadership Training Institute  
 May 16-31, 1964

LOCAL YMCA SCHOLAR ALLOCATION AND TRAVEL SUBSIDY

<u>Local YMCA</u>	<u>Travel Subsidy</u>
<u>I. Mindanao</u>	
1. Assumption YMCA	200.00
2. Davao YMCA	200.00
3. Misamis Oriental YMCA	150.00
4. Cotabato YMCA	200.00
<u>II. Visayas</u>	
5. Cebu YMCA	100.00
6. Negros Episcopal YMCA	50.00
7. Teolodan YMCA	100.00
8. Iloilo-Lapu YMCA	100.00
9. Iloilo YMCA	50.00
10. Negros Occidental YMCA	50.00
11. Bacol. YMCA	50.00
12. San Carlos YMCA	50.00
<u>III. Metro Manila</u>	
13. Manila YMCA	200.00
14. Quosen City YMCA	200.00
15. Makati YMCA	200.00
16. Downtown YMCA	200.00
17. Cavite YMCA	200.00
<u>IV. South Luzon</u>	
18. San Pablo YMCA	220.00
19. Los Baños YMCA	220.00
20. Quezon YMCA	220.00
<u>V. Basil</u>	
21. Lagonoy YMCA	250.00
22. Alibay YMCA	250.00
<u>VI. Central Luzon</u>	
23. Nueva Ecija YMCA	250.00
24. Oldenaro YMCA	250.00
<u>VII. North Luzon</u>	
25. Panrazinan YMCA	250.00
26. Baguio YMCA	250.00
27. La Union YMCA	250.00
28. Cagayan YMCA	250.00
29. Ilocos Norte YMCA	250.00
30. Cagayan-YMCA	250.00

RIZAL YOUTH LEADERSHIP TRAINING FOUNDATION, INC.  
 YNCA Federation Office  
 390 Arroceros St., Manila

Attach latest  
 passport size  
 photo

21st ANNUAL YNCA-RIZAL YOUTH LEADERSHIP TRAINING INSTITUTE  
 "Imperatives of Ideology in Leadership"  
 Scala Retreat House, Bacolod City  
 May 16-31, 1984

APPLICATION FORM

1. Name \_\_\_\_\_ Nickname: \_\_\_\_\_  
 2. Age \_\_\_\_\_ Birth Date \_\_\_\_\_ Place \_\_\_\_\_ Citizenship \_\_\_\_\_  
 3. Address \_\_\_\_\_ Tel. No. \_\_\_\_\_

4. In case of emergency, notify \_\_\_\_\_ Tel. No. \_\_\_\_\_  
 (Preferably a relative in Bacolod City)  
 Address: \_\_\_\_\_

5. Civil Status \_\_\_\_\_ Religion \_\_\_\_\_

6. Parents/Guardian Occupation Address  
 Father \_\_\_\_\_  
 Mother \_\_\_\_\_  
 Guardian \_\_\_\_\_

7. Educational Background:

Schools Attended	Inclusive Year	Honors Earned	Course Completed
High School _____	_____	_____	_____
College/University _____	_____	_____	_____

8. Registration Status:  
 Please place a check ( / ) mark on the appropriate space:  
 \_\_\_\_\_ I am applying for full scholarship  
 \_\_\_\_\_ I am applying for partial scholarship (accomplish form below)  
 \_\_\_\_\_ If a full scholarship is not available for me, please consider me for partial scholarship (accomplish form below)

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Endorsement of Sponsor

This is to certify that \_\_\_\_\_ will be sponsored by me/the institution I represent.

I/We understand that the registration cost for partial scholarship is One Thousand Five Hundred Pesos (P1,500.00), the said amount shall be forwarded to the Foundation on or before May 6, 1984.

\_\_\_\_\_  
 Name and Designation

**EXTRA-CURRICULAR ACTIVITIES AND COMMUNITY INVOLVEMENT**  
(Use additional sheets if necessary)

Name: \_\_\_\_\_ Province/City: \_\_\_\_\_

**I. Membership in Organizations:**

<u>Name of Organization</u>	<u>Positions Held</u> (include membership)	<u>Inclusive Dates</u>	<u>Scope</u> (Local, national, etc.)
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____

**II. Extra-Curricular Activities:**

**A. Leadership Trainings Attended**

<u>Title</u>	<u>Sponsoring Agency</u>	<u>Type of Involvement</u>	<u>Dates</u>	<u>Scope</u>
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____

**B. Student Congress/ Assembly/Conferences Attended**

<u>Title</u>	<u>Sponsoring Agency</u>	<u>Type of Involvement</u>	<u>Dates</u>	<u>Scope</u>
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____

**C. Community or School Projects Spearheaded**

<u>Title</u>	<u>Nature of the Project</u>	<u>Type of Involvement</u>	<u>Inclusive Dates</u>	<u>Scope</u>
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____

**III. Non-Academic Honors/Awards/Citations:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**IV. Other Information You May Want to Include**

Certified Correct:

CERTIFICATE OF COLLEGE/UNIVERSITY REGISTRAR

I hereby certify that \_\_\_\_\_ is an incoming  
( ) junior ( ) senior student for the school year '84-'85 and is a college/  
university scholar for \_\_\_\_\_ semesters as follows:

_____	semester	_____	school year
_____	semester	_____	school year
_____	semester	_____	school year
_____	semester	_____	school year

cumulative average (since freshman) \_\_\_\_\_  
cumulative average (last four semesters) \_\_\_\_\_

\_\_\_\_\_  
(Name of College/University)

\_\_\_\_\_  
Name of College/University Registrar

\_\_\_\_\_  
Address

\_\_\_\_\_  
Signature

\*\*\*\*\*

ENDORSEMENT OF COLLEGE/UNIVERSITY HEAD

This is to certify that \_\_\_\_\_ is a student  
(Print name of Applicant)  
leader in our school and has conducted himself in an exemplary manner.  
His/Her application is hereby formally endorsed.

\_\_\_\_\_  
Print Name/Signature

\_\_\_\_\_  
Designation

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MEDICAL CERTIFICATE

This is to certify that \_\_\_\_\_ is in good  
health and is fit to attend the 2<sup>nd</sup> Institute. For the information of the  
organizers, he/she is allergic to the following \_\_\_\_\_  
\_\_\_\_\_ and is under medication (state as  
such) \_\_\_\_\_

\_\_\_\_\_  
Medical Examiner  
Print Name/Signature

## 21st YMCA-RIZAL YOUTH LEADERSHIP TRAINING INSTITUTE

In 1961, the Filipino people marked the Centennial of the nation's foremost hero, Dr. José P. Rizal. It was also the 50th Anniversary of the founding of the YMCA of the Philippines. To commemorate both historic events, the YMCA fittingly organized the YMCA-Rizal Youth Leadership Training Institute; firstly, to honor the great Filipino hero whose life and death changed the destiny of the country; and secondly, to mark the Golden Jubilee of the YMCA which had provided tremendous impetus for the character development of the youth, whom Rizal had apostrophized as the "Fair Hope of the Fatherland".

The Institute was aimed at training top college students from various colleges and universities in the Philippines for leadership in honesty, integrity, excellence, and love of country. The belief and conviction was that these students would be the future leaders of the nation.

Today, such conviction is still in the hearts and minds of the leaders behind the Institute.

Every year, the curriculum of the Institute undergo revisions to make it richer in content and process and more important, to make it more responsive to the needs of the youth and the country. It is likewise important that the institute's curriculum is cognizant of and abreast with the changes and developments that are taking shape within the realm of "leadership formation".

In formulating the curriculum of the 21st YMCA-Rizal Youth Leadership Training Institute a number of guiding principles have been considered.

### GUIDING PRINCIPLES:

The decade of the 70's and likewise the beginnings of the 80's witness the emergence of changes in all the facets of man's environment. Distinctively, even the pace of change has changed, moreover, the process of change has likewise changed. It is therefore imperative for a leader to look into the process of change - how he can MANAGE THE CHANGE EFFORTS.

A purposeful leadership program, therefore must create venues for the participants to be trained as LEADER/CHANGE AGENT. If this is the case, the training must be wholistic. It is not only necessary for a leader to understand concepts in leadership, he must also be fully aware of his immediate environment, committed and skilled in initiating and managing interventions for its improvement.

A WHOLISTIC LEADERSHIP FORMATION is one where the training targets both cognitive and affective development. It is likewise oriented at developing appropriate skills and the formation of relevant values and attitudes.

There is also a recognition that to be a leader is not through the possession of a set of abilities. A leader has a set of values, knowledge, attitudes and skills for him to EFFECTIVELY ACTUATE A SET OF BEHAVIORS.

At the skills level, the DEVELOPMENT OF ANALYTICAL and COMMUNICATION SKILLS is primordial. A leader is not only aware, he must be able to think and express his thoughts lucidly.

But the core of all of these, the leader is first and foremost a PERSON. He must therefore, possess a QUALITY OF BEING, which does not see leadership



Finally, all of these must be RESULT ORIENTED and translated into ACTION PLANS to make them truly meaningful.

The theme "Imperatives of Ideology in Leadership" captures the very essence of these principles.

#### RATIONALE:

The 21st YMCA-Rizal Youth Leadership Training Institute shall transpire for a period of 16 days, under the joint auspices of the YMCA of the Philippines, the Rizal Youth Leadership Training Foundation, Inc. and the Rizal Youth Leadership Training Institute Alumni Association. Forty-five (45) highly qualified young men and women from all over the Philippines, irrespective of nationality or creed will be convened for the purpose of developing conviction and adherence to the ideals and principles of excellence, honesty, integrity, and love of country upon which the YMCA was founded and for which Jose F. Rizal lived, labored and died.

#### GOAL:

The Institute is designed to produce a pool of youth leaders who are actively involved in their own and their peers' development as dynamic individuals committed to and skilled in initiating and managing purposive change efforts for the improvement of his environment within the context of the values and principles inherent in a free society.

Specifically, it is envisioned to develop youth leaders who, in their specific spheres of influence, will have the skills and abilities to:

1. MODEL attitudes that affirm persons, as well as
2. GENERATE these in others
3. TURN conflicts into creative problem solving situations,
4. BALANCE personal and organizational objectives,
5. EVOLVE a systematic approach of managing tasks groups,
6. Use a REPERCUSSION of effective leadership behaviors in dealing with human and material resources, and
7. INITIATE and MANAGE purposive change efforts.

#### METHODOLOGY

The experiential learning method will be used extensively in the Institute. This will be supplemented by relevant readings and theory presentations as needed.

To introduce realism into the formal instruction and to teach by demonstration the infinite variety of goals, problems, facts, conditions, conflicts and personalities which occur in the actual world of affairs the case method shall be utilized.

A method of analyzing causal relations and of building scientific constructs shall be facilitated through structured experiences.

Creativity and aesthetic sense shall be encouraged through activities such as literary-musical events, newsletters, and Special Features of the Day.

So as not to be alienated from the usual family atmosphere and also to give the scholars the opportunity to experience Bacolod hospitality, the scholars shall be adopted by foster parents to promote an opportunity to share ideas and communicate in the most basic social structure of a family.