

Republic of the Philippines  
(Republic of the Philippines)  
MINISTRY OF EDUCATION, CULTURE AND SPORTS  
(MINISTRY OF EDUCATION, CULTURE AND SPORTS)  
Manila

January 9, 1985

MECS MEMORANDUM  
No. 5, s. 1985

NOMINEES FOR SCHOLARSHIP GRANTS FOR CHILDREN OF MECS  
SCHOOLTEACHERS AND EDUCATION SUPPORT  
PERSONNEL (CONCESS)

To: Bureau Directors  
Regional Directors  
Chiefs of Service and Heads of Units/Centers  
School Superintendents  
Vocational School Superintendents/Administrators

1. In line with the Ministry's current policy of extending maximum benefits to schoolteachers and education support personnel, this Office, through the National Scholarship and Students Loan Center, desires to award one hundred forty-four (144) scholarship grants to their children for the first semester of SY 1985-1986.

2. The 144 scholarship grants complement the four hundred (400) educational grants under the Study Now Pay Later Plan awarded exclusively to MECS education support personnel during the second semester of SY 1984-1985.

3. The distribution scheme of the aforementioned scholarship grants is as follows:

Region	No. of Scholarship Grants
MECS Central Office	5
I	5
II	12
III	9
IV	10
V	17
VI	10
VII	15
VIII	10
IX	10
X	14
XI	8
XII	10
Total	144

4. One (1) scholarship slot is allocated to the children of teaching personnel of every school division. The education support personnel of the school divisions and regional offices are allocated one (1) scholarship slot for which they have to complete. The five (5) scholarship slots for the MECS Central Office are exclus-







(Enclosure No. 1 to IECOS Memorandum No. 5, s. 1984)

SCHOLARSHIP GRANTS FOR CHILDREN OF IECOS  
SCHOOLTEACHERS AND EDUCATION SUPPORT  
PERSONNEL APPLICATION FORM

Attach  
1" x 1" J.D.  
picture

Directions: Fill in the blanks with the latest correct information  
asked for or put a checkmark (✓) in the appropriate box.  
Refrain from using abbreviations. Type or print all  
entries.

PERSONAL DATA

Name: \_\_\_\_\_  
(Surname) (Given Name) (Middle Name)

Sex: ( ) Male ( ) Female Civil Status: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_  
(Year, month & date)

Citizenship: \_\_\_\_\_ Religion: \_\_\_\_\_

Present Address: \_\_\_\_\_ Tel. No.: \_\_\_\_\_

Home Address: \_\_\_\_\_ Tel. No.: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Tel. No.: \_\_\_\_\_

Person to be notified in case of emergency: \_\_\_\_\_

Address: \_\_\_\_\_ Tel. No.: \_\_\_\_\_

FAMILY AND SOCIO-ECONOMIC DATA

Data	Father	Living Decceased	Mother	Living Decceased
Name	:		:	
Address	:		:	
Occupation	:		:	
Office Address	:		:	
Educational Attainment	:		:	
Annual Income	:		:	
Tax Account No.	:		:	

No. of brothers: \_\_\_\_\_ No. of sisters: \_\_\_\_\_









Conversion Tables of the Percentage Equivalences  
of the Qualification Variables of Applicants

I

Fourth Yr. H. S. Gen. Ave.	%
99.0 +	30
98.0	28
97.0	26
96.0	24
95.0	22
94.0	20
93.0	18
92.0	16
91.0	14
90.0	12
89.0	10
88.0	8
87.0	6
86.0	4
85.0	2

II

Gen. Ave.	%
99.0 +	15
98.0	14
97.0	13
96.0	12
95.0	11
94.0	10
93.0	9
92.0	8
91.0	7
90.0	6
89.0	5
88.0	4
87.0	3
86.0	2
85.0	1

III

1983 Gross Income	%
\$19,000 +	2
18,000	3
17,000	4
16,000	5
15,000	6
14,000	7
13,000	8
12,000	9
11,000	10
10,000	11
9,000	12
8,000	13
7,000	14
6,000	15

IV

Length of Service as Permanent MECS Employee	%
43 +	15
40 - 42	14
37 - 39	13
34 - 36	12
31 - 33	11
28 - 30	10
25 - 27	9
22 - 24	8
19 - 21	7
16 - 18	6
13 - 15	5
10 - 12	4
7 - 9	3
4 - 6	2
3	1

Efficiency Ratings for the Last Three Years	%
O - O - O	15
O - O - VS	12
O - VS - VS	10
VS - VS - VS	8
VS - VS - S	6
VS - S - S	4
S - S - S	2

No. of Children	%
10	10
9	9
8	8
7	7
6	6
5	5
4	4
3	3
2	2
1	1







QUALIFICATIONS, DOCUMENTS REQUIRED, COMPOSITION OF  
SCREENING COMMITTEES, FEELINGS  
AND CONVICTION TABLE

Qualifications

An applicant for scholarship grant must meet the following qualifications:

1. His senior high school general average and National College Entrance Examination (NCEE) rating must be 85% or higher;
2. Income of father/mother/parents/court-appointed guardian must not exceed P20,000.00 per annum;
3. Appointment of father/mother/court-appointed guardian as MECS employee must be of permanent status;
4. Be a son or daughter of a MECS public school-teacher or education support personnel;
5. Efficiency ratings of father/mother/court-appointed guardian for the last three years must be "Satisfactory" or better;
6. Be 21 years old or below at the time he files his application;
7. Be in good health; and
8. Possesses an excellent moral character.

Documents Required

To support the applicant's qualifications for a scholarship grant, the screening committees must require every applicant to submit the following authentic documents:

1. Properly accomplished and processed application form
2. High school card or a certified reproduction thereof
3. NCEE rating card or a certified reproduction thereof
4. Certified true copy of the 1984 Bureau of Internal Revenue (BIR) Income Tax Return of applicant's parents or court-appointed guardian.
5. Performance or efficiency ratings for 1982, 1983 and 1984 of the applicant's parents or court-appointed guardian









Ranking Sheet of Applicants  
(Accomplish in quadruplicate)

Ranking Priority	Total %	High School General Average	MCSE Rating	1983 Gross Income	Length of Service as Permanent MCS Employee	Number of Children (including applicant)	Efficiency Rating								
							1982	1983	1984	Equiv.					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
	%	Equiv.	Rank	Equiv.	Ant.	Equiv.	%	Years	Equiv.	No.	Equiv.	%	%	%	%
1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7
8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8
9	9	9	9	9	9	9	9	9	9	9	9	9	9	9	9
10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11
12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12
13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13
14	14	14	14	14	14	14	14	14	14	14	14	14	14	14	14
15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15
16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16

\*In ranking applicants, all columns must be filled out. The total Percentage Equivalent should not exceed 100.00 per cent. Attach all supporting documents of all applicants arranged according to their rank order.

\*\*Use the statistical rank order, hence applicants with equal Total Percentage Equivalent must be given/assigned the same rank.

Copy furnished:  
Chairmen, Regional Screening Committee (1 copy)  
Chairman, National Screening Committee (2 copies)

APPROVED:

RECOMMENDING APPROVAL:

Chairman, Regional Screening Committee/  
Chairman, NSCS Central Office Screening  
Committee

Chairman, Division Screening Committee

SUBMITTED BY:





