

Contract for <TYPE OF SCHOLARSHIP> Scholarship



This Contract is made and entered into by and between:

DE LA SALLE-COLLEGE OF SAINT BENILDE, INC., a non-stock, non-profit educational institution duly recognized and existing under and by virtue of the laws of the Philippines, with address at 2544 Taft Avenue, 1004 Manila, through its Center for Scholarships and Grants (CSaG), represented herein by its Chancellor, **BENHUR A. ONG** and its Director for CSaG, **MA. STELLA B. QUINTOS** herein referred to as “**DLS-CSB/CSaG**”

-and-

<NAME OF SCHOLAR>, Filipino, **<age>** years old, with permanent residence address at **<complete address>**, and present address at **<complete address>**, enrolled in the degree program **<Degree Program>**, with **ID No <ID Number>**, represented by his/her parent/legal guardian **<NAME OF PARENT/LEGAL GUARDIAN>**, hereinafter referred to as “**SCHOLAR**”. -

(Collectively referred to as the “Parties”, individually, a “Party”)

WITNESSETH:

WHEREAS, DLS-CSB, through CSaG, offers the **<TYPE OF SCHOLARSHIP>** (“Scholarship”) to all qualified incoming freshmen. This type of scholarship is applicable for any course in the College except for Bachelor of Science in Business Administration-Marketing Management (BSBA-MM) and Bachelor of Science in Business Administration-Business Management (BSBA-BM).

WHEREAS, the SCHOLAR applied and qualified for and was awarded the **<TYPE OF SCHOLARSHIP>** Scholarship by DLS-CSB/CSaG.

NOW, THEREFORE, for and in consideration of the foregoing premises and the mutual covenants, stipulations and agreements herein contained, the Parties agreed as follows

1. OBLIGATIONS OF DLS-CSB/CSaG. DLS-CSB/CSaG shall:

1. Provide the SCHOLAR the following subject to the SCHOLAR's faithful adherence to his/her obligations as enumerated in this Contract:
 - 1.1. 100 % tuition and fees waiver;
 - 1.2. allowance of ₱ **<Amount>** /term (or month)
 - 1.3. waived Benire fees;
 - 1.4. waived graduation fees
2. Allow the SCHOLAR three (3) Leave of Absence (LOA) within the period of the scholarship based on meritorious reasons as determined by CSaG.

Approved LOA will suspend the running of the period of the maximum term of the scholarship grant.

2. OBLIGATIONS OF THE SCHOLAR. The SCHOLAR shall:

- 2.1. Pay a token fee of ₱ **<Amount>** every term to confirm enrollment.
- 2.2. Enroll the maximum course load required for each trimester as indicated in the SCHOLAR's program flowchart or as approved by the Office of the Registrar.
- 2.3. Maintain a Term Grade Point Average (TGPA) of at least **<Minimum TGPA>** every trimester
- 2.4. Not incur any failure (R), withdrawal or drop any subject.
- 2.5. Not go on Absence Without Official Leave (AWOL) within the duration of the Scholarship. AWOL will result in the automatic termination of the Scholarship.

Approved LOA will suspend the running of the period of the maximum term of the scholarship grant.

- 2.6. Render <number of hours> hours of service such as attendance to activities, webinars, etc. by non-academic departments/offices per term or the equivalent.
- 2.7. Attend all CSaG initiated/sponsored activities.
- 2.8. Conduct himself/herself befitting of a Lasallian-Benildean SCHOLAR on and off-campus according to the policies and standards set by DLS-CSB as indicated in the Student Handbook <year>.-
- 2.9. Serve as a good role model who exemplifies Benildean Expression of the Lasallian core values.
- 2.10. Maintain a good relationship with DLS-CSB and its administrators.
- 2.11. Attend required DLS-CSB Scholar-Grantee formation activities.
- 2.12. Allow DLS-CSB to use Scholar's name, video, photo, audio, achievements, program, and type of scholarship for marketing and fundraising purposes.
- 2.13. Allow DLS-CSB to share the scholar's full name, ID number, degree/course, student status, grades, narrative report, Statement of Accounts (SOA), type of scholarship and other personal information contained in the Student Enrollment Records (SER) for purposes of reporting to benefactors/sponsors and DLSP.
3. **SUSPENSION AND TERMINATION OF SCHOLARSHIP GRANT.** The Scholarship granted to the SCHOLAR maybe terminated based on the following grounds:
 - 3.1. Failure by the SCHOLAR to abide by the terms and conditions of this Contract and any action by the SCHOLAR contrary to the values that DLS-CSB upholds.
 - 3.2. Failure by the SCHOLAR to properly file the Leave of Absence (LOA) with CSaG.
 - 3.3. Unapproved shifting of course by the SCHOLAR.

Any shifting of course program shall be subject to the approval of the CSaG.–The duration of the Scholarship shall be limited to the original period in the previously applied program. All expenses beyond the original period shall be paid for by the grantee.
 - 3.4. If the SCHOLAR is found guilty of an offense as stipulated in the DLS-CSB Undergraduate Student Handbook during the period of the Scholarship. The SCHOLAR shall also be disqualified from availing of all other grants or scholarships from the DLS-CSB.

DLS-CSB Scholarship Committee reserves the right to evaluate and determine whether or not the Scholar will be allowed to continue with the scholarship grant in case the major offense is committed and found guilty during the Scholar's final term in the College.
4. **DURATION OF THE CONTRACT.** The period of the scholarship shall only be for the duration of the Scholar's academic program in DLS-CSB as indicated in the SCHOLAR's flowchart, commencing on First Trimester of Academic year <Academic Year>. Hence, all related-expenses beyond the academic period shall be paid for by the SCHOLAR. This Contract may be pre-terminated subject to the grounds enumerated in Section 3.
5. **GENERAL PROVISIONS**
 1. **Intellectual Property.** The SCHOLAR acknowledges and accepts that as a recipient of the <Name of Scholarship> Scholarship in DLS-CSB, and unless otherwise agreed upon in writing with DLS-CSB, DLS-CSB reserves the right to exercise its proprietary rights to any work/invention/intellectual property developed by the SCHOLAR while he/she is under the <Name of Scholarship> Scholarship. Said work/invention/intellectual property shall be within the purview of "Benilde Intellectual Property" as stipulated in the DLS-CSB Intellectual Property Policy and shall be an integral part of this contract.

Further, the SCHOLAR hereby expressly grants to DLS-CSB a non-exclusive, royalty-free, perpetual and irrevocable use and rights to any and all of his/her works/inventions/intellectual properties for any legitimate purpose and to such extent consistent with the academic mission of the DLS-CSB. In all cases, the SCHOLAR

shall be duly recognized as creator/author/inventor in any use of his/her work/invention/intellectual property.

2. **Confidentiality.** Neither Party may use, disclose or make available to any third Party the other Party's Confidential Information, unless such use or disclosure is done in accordance with the terms of this Contract or with the written permission of the other Party.
3. **Data Privacy.** The Parties shall comply with applicable provisions of Republic Act No. 10173 or the Data Privacy Act of 2012, its implementing rules and regulations, and the issuances and circulars of the National Privacy Commission, as well as other applicable personal data privacy and security laws and regulations. At all times, both Parties shall implement the appropriate and reasonable level of organizational, physical, and technical security measures to ensure the confidentiality, integrity and accessibility of personal information that is processed. Personal Data disclosed by both Parties shall only be used for the intended purposes and shall only be retained until it serves its purpose, after which it shall be securely disposed of.
4. **Amendment.** No amendments, revisions or additions to this Contract shall be valid and binding upon the Parties hereto unless reduced in writing and duly signed by the Parties.
5. **Representation on Authority of Parties/Signatories.** Persons executing this Contract on behalf of the Parties hereby warrant and represents that s/he has the full power and authority to bind the Parties on whose behalf s/he is executing this Contract and acknowledges that s/he is making this representation and warranty with the understanding that the other Party is relying thereon.
6. **Settlement of Dispute.** If a dispute arises in relation to this Contract, both Parties shall endeavor to resolve the dispute through mutual consultation and amicable settlement. In the event that amicable settlements are not reached, dispute settlement is subject to Philippine law.
7. **Severability.** If the whole or any part of any clause(s) of this Contract is or becomes invalid for any reason, that invalidity shall not affect the validity of any other provisions.
8. **Entire Agreement.** This Contract represents the entire agreement between Parties and supersedes all prior negotiations or agreements, either in oral or written

IN WITNESS WHEREOF, the Parties have caused their duly authorized representative to execute this Contract this **<date>** at the City of Manila.

For DLS-CSB

For SCHOLAR

By:
BENHUR A. ONG
Chancellor

Date: **<Date>**

By:
<NAME>
Parent/Legal Guardian

Date **<Date>**

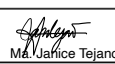
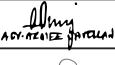
MA. STELLA B. QUINTOS
Director, CSaG
Date: **<Date>**

<NAME>
Scholar

SIGNED IN THE PRESENCE OF:

<NAME>

<NAME>

REVIEWED BY DLS-CSB		
Office	Initial	Date
IPMC	 MA. Jafice Tezano	27 Oct 2022
RMO	 ADY. RENEE J. JARALLA	29 Sept 2022
Legal Counsel	 Michelle Escalona	05 Oct 2022

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
MANILA CITY) S.S.

BEFORE ME, a Notary Public in the City of Manila, Philippines personally appeared the following persons who presented to me their competent proof of identities as follows:

<u>Name</u>	<u>Proof of Identity</u>	<u>Issued at / Valid until</u>

known to me to be the same persons who executed the foregoing MOA and acknowledge to me that the same is their free and voluntary act and deed and that of the institutions they respectively represent.

This instrument refers to a *Memorandum of Agreement* consisting of _____ () pages, including this page whereon this Acknowledgement is written and signed by the Parties and their instrumental witnesses.

WITNESS MY HAND AND SEAL on this _____ day of _____, 20__ in _____.

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of _____.

NOTARY PUBLIC