



Letter of Acceptance and Scholarship Undertaking

Date:

Dear Mr./Ms./Mrs. _____

Congratulations! You have qualified as a SCHOLAR under the DOST-ICTO's **ICT Scholarship and Training Program-Lean Six Sigma for Information Technology-Business Process Management Course**.

As a SCHOLAR, we would like to formalize the terms and conditions covering your scholarship grant as follows:

1. The **ICT Scholarship and Training Program** will cover the **Full Tuition Fee** (Training Fee and Laboratory Fees).
2. The SCHOLAR must be able to pass the course requirements of the training such as seatworks, quizzes, practical test and creative projects.
3. The SCHOLAR must not drop any subject, nor cancel enrolment for the period during which he/she enjoys the scholarship grant.
4. The SCHOLAR shall observe all the rules and regulations of the Training Service Provider he/she is currently enrolled in.
5. The SCHOLAR must not commit FIVE (5) absences during the run of the program as this will be a ground for removal of scholarship grant. The scholar or the endorsing company shall reimburse the total scholarship cost including the monthly stipend awarded to the scholar.
6. The SCHOLAR shall retain the scholarship, unless compelled to withdraw there from for justifiable reasons and only upon approval of the Executive Director of the DOST-ICTO or his duly-authorized representative. He/She shall engage in no other occupation during the said period than the study, except upon special permission by the Executive Director of the DOST-ICTO or his duly-authorized representative.
7. The academic performance of the SCHOLAR is subject to the review of Training Service Provider at the end of the training program, in accordance with the criteria set by the DOST-ICTO.
8. The SCHOLAR will seek employment in the Philippine ICT Industry to where his training is applicable after the scholarship period as a contractual or permanent government employee for a period of three (3) years; or shall engage in Science and Technology entrepreneurial activities where the SCHOLAR will apply the training acquired.

9. The SCHOLARS who complete the course may be tapped as resource person in future related activities of the ICT Office, IBPAP, and UP NEC.
10. The SCHOLAR shall reimburse the DOST-ICTO in full such amount or amounts as may have been defrayed for his/her scholarship, including tuition and other expenses incurred by the DOST-ICTO plus interest thereon based on the prevailing legal rate at the time of the breach or revocation of this agreement and an equity charge equivalent to fifty percent (50%) of the total amount expended, in case, either during the life of his/her scholarship or before completing the required return service he/she—
 - a. Withdraws from this agreement for any cause/reason; or
 - b. Is expelled from the Training Service Provider for cause; or
 - c. In case of his/her voluntary discontinuance of studies in the Training Service Provider;
 - d. In case his/her scholarship is revoked/terminated on account of his/her conduct/behavior that is detrimental to the interest of the Training Service Provider or the DOST-ICTO under the terms and purposes of this undertaking.

Please affix your signature to this letter at the appropriate place indicated your agreement with the points outlined.

Again, congratulations and we wish you success!

Very truly yours,

USEC. LOUIS NAPOLEON C. CASAMBRE
Executive Director
DOST-ICTO

Conforme: _____

SCHOLAR / DATE

Affix signature above printed name

Verified by:

DR. AURA C. MATIAS
Executive Director
UP National Engineering Center