



STO. NIÑO PAROCHIAL SCHOOL, INC

Ilocos Sur St., Bago Bantay, Quezon City, Philippines

Tel No: (02) 8926-6292/8926-9580/8926-6181



S.Y. 2023-2024

CENTER FOR CHRISTIAN FORMATION

SNPS KALOOB KARUNUNGAN SCHOLARSHIP PROGRAM

The SNPS/DOCES education is forming the younger generation's faith and building their future with a hefty monetary equivalent. Financial issues can be a big struggle and barrier for talented students who wish to have a Catholic School formation in pursuing their academic journey among DOCES Schools.

In this regard, the Diocese of Cubao Educational System (DOCES) is launching the **Kaloob Karunungan Scholarship** program to help the deserving poor yet talented students to receive a quality Catholic education.

A. **General Criteria:**

1. Good academic grades (Gen. Ave. 85%) and conduct grade (87%) without disciplinary cases record.
2. Parents combined income of not more than Php 100,000.00/ year.
3. Pass the interview and home visit.
4. Not yet enrolled in the present year.
5. The candidate (learner) must be in grade one or ECE.
6. Parents of students are willing to conduct community service in school and parish involvement.
7. The candidate is not a recipient of any scholarship program in DOCES School.
8. Only one (1) child can avail the scholarship in every family.
9. Scholars will renew his/ her application every year.
10. Application starts on May 15, 2023 to July 12, 2023.
11. Failure to meet the above policy will mean non-approval of the application.

B. **Requirements**

1. Submit an application letter addressed to the school Superintendent through the Admission office with the following attachments.
 - a. Form 138 (Academic Gen. Ave. of 85% above, conduct Gen. Ave. 87% above with-out record of disciplinary case, Good Moral Xerox copy.)



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- b. Recent ITR of both parents or certification of non-tax payer from the BIR if not employed or Brgy. Certificate (xerox copy)
 - c. Latest 2x2 picture of the pupil/ student (1 copy only)
2. Undergo interview of the applicants (Parents/ guardian together with the learner)
3. Undergo Home Visitation (to the potential applicants).
4. The pastoral minister/ CCF Head will inform the applicant if the learner can avail the said scholarship after completion of the requirement and approval of the Superintendent.
5. An agreement will be signed by the parent/guardian of the applicant during the orientation.

C. Procedures:

1. Parents/Guardian/Parish Coordinators will submit the letter of intent to the admission office in relation to their application for scholarship.
2. The Admission Office will endorse the application letter with necessary attachments to the CCF Office (Pastoral Minister) for initial screening and scheduling of initial interview.
3. If the parents/guardians and learner pass the initial interview, the pastoral minister will proceed with the house visitation of the applicant.
4. The Pastoral Minister will collate all the data needed, summarized and make initial recommendations of the applicant if they can be granted scholarship (Partial or Full) and will be submitted to the CCF Head.
5. The CCF Head will then evaluate the recommendation made by the Pastoral Minister and make an endorsement to the Superintendent if the applicant passed the application and what will be its corresponding scholarship grant.
6. The CCF Head will also make a letter of non-acceptance if the applicant did not pass the application for scholarship.
7. The Superintendent makes the Final Approval of the Scholarship grant for the applicants.
8. Upon approval of the applicant from the Superintendent, the CCF Head will inform the scholar applicant via text and email to submit all original documents to the Admission Office for the official enrollment process.
9. The CCF head will notify the Admission Office and Finance Office in real time about the names of the official scholars to be accommodated for enrollment.
10. An agreement will be signed by the parent/guardian of the applicant during the orientation.



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D. Criteria for Selection

Scholarship grantees are selected on the basis of:

1. financial need as clearly evident in the application attachments and evaluation results
2. intellectual ability and proven motivation to study in adherence to the school rules and regulations

E. Types of Grant

Financial aid takes various forms:

- a) Full tuition Fees
- b) Part tuition Fees
- c) Full Scholarship (tuition and miscellaneous fees)

F. Needed Forms:

1. Initial Interview Forms (Template)
2. House Visitation Forms (Template)
3. CCF Recommendation Forms (Template) (Via CCF)
4. Superintendent Approval Form (Template) (Via CCF)
5. Memorandum of Agreement (Template) (Via CCF)

INITIAL INTERVIEW FORMS (TEMPLATE)

Last Name: _____ First Name: _____ Middle Name: _____

Birthday: _____ Birth Place: _____ Age: _____

Permanent Address: _____

Current Address: _____

Telephone Number: _____ Cellphone Number: _____

Email Address: _____ Incoming Grade Level: _____

Last School Attended: _____

Address of School: _____

IN CASE OF EMERGENCY OF APPLICANT:

NAME: _____ Relationship: _____



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Contact Number: _____

1. Family Background:

	FATHER	MOTHER	GUARDIANS
Name			
Age			
Contact Number			
Email Address			
Work			
Highest Educational Attainment			

2. Other Sources of Income

3. Sketch of House Address and Landmark

House Visitation Forms (Template)

Home Description:

Information about the Family and family members (source of income, payments, other resources etc.)



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Profile of the Applicant (year level, gender, age, grades, behavior etc.)

Immediate problems/needs of applicant/family (social, economic, health, etc.)

Initial Recommendation of the Applicant () Qualified () Not Qualified

Pastoral Minister

CCF-Head