



Republic of the Philippines
Office of the President
COMMISSION ON HIGHER EDUCATION
REGIONAL OFFICE XI
Loyola St., Obrero, Davao City



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MEMORANDUM FROM THE REGIONAL DIRECTOR
No. 102, Series of 2022

TO : ALL DELIVERING HEIs (DHEIs) FOR SIKAP GRANT
ALL APPROVED SIKAP GRANTEEES

SUBJECT : APPROVED APPLICANTS FOR THE SCHOLARSHIP FOR STAFF
AND INSTRUCTORS' KNOWLEDGE ADVANCEMENT PROGRAM
(SIKAP) GRANT BATCH 51

DATE : July 20, 2022

In accordance with the CHED Memorandum Order (CMO) No. 16, series of 2021, or the "Revised Guidelines of CMO No. 6, series of 2020 for Full-time SIKAP Grant Scholars", this Office is pleased to announce the attached **List of Approved SIKAP Grant Scholars for Full-time Study (Annex A)**. The applicants were vetted and approved based on the composite of information stated in the policy, as well as the (1) completeness of submission, and (2) eligibility criteria.

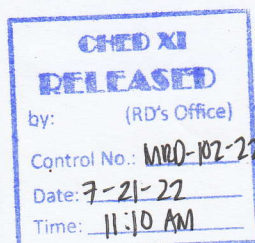
The approved applicants are directed to immediately complete the next steps (*see Annex B*) to become **full-fledged scholars**. In summary, the process of the submission of required documents to confirm the acceptance of the scholarship is as follows:

1. The APPROVED APPLICANTS submits all the original documentary requirements (*Complete Application Documents, Scholarship Intake Form, and the Certificate of Deloading & Declaration of No Workload*) to the CHED Regional Office (CHEDRO) XI. These shall be submitted prior to the Signing of Contract.
2. The CHED Regional Office screens the submission for completeness and correctness. If deemed complete, the CHEDRO shall accept the documents for records purposes.
3. Upon receipt, the CHEDRO shall have the Grant Contract signed by the approved applicant.

For information and guidance.


MARICAR R. CASQUEJO, Ph.D., CESO III
Director IV

Encl: as stated
Cc: Records/ese/sikap/bsl



LIST OF APPROVED SIKAP GRANT SCHOLARS FOR FULL-TIME SCHOLARSHIPS (BATCH 5)
CHED Regional Office XI

NO.	PERSONNEL INFORMATION			PROVIDER DETAILS			DATE OF APPROVAL
	LAST NAME	FIRST NAME	MIDDLE NAME	HEI OF STUDY	NAME OF PROGRAM	MODEL	
1	DE VERA	CATHYLEE	ESTIGOY	Ateneo de Davao University	Master of Science in Information Technology	Individual Model	July 20, 2022
2	PIANG	JODES MARIELLE	CASTAÑAS	University of Mindanao	Master in Public Administration	DHEI Model	July 20, 2022
3	RONCESVALLES	RONDET DR	DETABLAN	Ateneo de Davao University	Master of Science in Social Work	Individual Model	July 20, 2022

I certify that the listed applicants have duly complied with the necessary documents for approval, and have been duly vetted and approved by this office according to the policies of the SIKAP Grant for Full-Time Study.

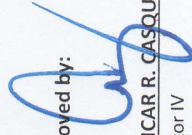
Prepared by:


JONA ANGELLE R. JARIGUMBA
Project Technical Staff II

Noted by:


EVELYN S. ECLE, Ph.D.
Permanent Alternate Focal Person

Approved by:


MARICAR R. CASQUEJO, Ph.D., CESO III
Director IV

APPENDIX B: NEXT STEPS AND DEADLINES

	TASKS	DEADLINE
APPROVED APPLICANT	<p>1. Prepare and submit the following original documents:</p> <ul style="list-style-type: none"> • Application Form • Curriculum Vitae • Certificate of Employment • Statement of Eligibility • Proof of Citizenship • Medical Certificate • Transcript of Records • Proof of Admission • Re-Entry Action Plan • Release Form and Permit to Study • Government-issued ID (photocopy) • Supporting Documents • Recommendation Forms / Confirmation Slip • Photocopy of government-issued ID of your referees (former professor, immediate supervisor, peer) <p><i>Note: The original documents should be the same with what you submitted through the email.</i></p>	ON THE DAY OF CONTRACT SIGNING
APPROVED APPLICANT	<p>2. Download, print and accomplish information required for applicable documents:</p> <ol style="list-style-type: none"> a. Scholarship Intake Form <ul style="list-style-type: none"> • Print in two (2) original copies. Please follow the instructions that are stated in the form. If you are <u>under the DHEI Model</u>, have it signed by the Grants Management Officer. b. Certificate of Deloading and Declaration of No Workload <ul style="list-style-type: none"> • Print in two (2) original copies. If you are <u>employed</u>, have it certified true and correct by the Head of the Human Resource Office. c. Approved Study Plan indicating the duration of study and one (1) Government-issued ID <ul style="list-style-type: none"> • To be attached in the Grant Contract. 	AUGUST 1, 2022