

General Guidelines/Mechanics for PLDT-Smart Foundation Employees Educational Grant

Overview

The PLDT-Smart Foundation launches the 5th Employees Educational Grant (EEG) - a project designed to provide financial assistance to deserving elementary school children of PLDT employees in the rank and file and supervisory level. The EEG is not a scholarship program but a one-time grant wherein the parents are given the flexibility to choose where they will spend the money as long as it goes towards the education of their child. The grant therefore can be used to augment tuition fee, purchase books, or school supplies, etc.

Goals and Objectives

- To provide financial assistance through an educational grant to children of qualified PLDT Rank and File and Supervisory employees.
- To encourage academic excellence.

Grants Offered:

The PLDT Foundation will give a grant of **P 20,000** each to 100 children chosen from Rank and File and Supervisory employees, broken down as follows:

- 50 from rank and file
- 50 from supervisory rank

Who can qualify?

- Only legitimate children of regular Rank and File and Supervisory employees
- Parent/Employees should have at least an average annual performance rating, with no record of disciplinary action served or pending within the three years prior to date of nomination.
- Each qualified employee may nominate a maximum of 2 children but only one deserving dependent may be awarded.
- Must be currently grade 1 students up to grade 6 students (SY 2008 – 2009).
- Must have a General Weighted Average of 85% with no grade lower than 80% (quarterly period). Values apply to respective equivalent in different grading systems.
- Currently enrolled in DECS/PAASCU accredited schools.
- Only one qualified child per family shall be allowed to avail of this grant.

- We will accept only one applicant for couples who are both employees of PLDT.
- Each family of a particular PLDT employee may submit only two (2) entries per year and only one member of the family shall actually be a recipient of the award.
- The grant is not transferable and must be used for educational purposes only. Awardees must submit receipts as proof.
- PLDT Employees must have no record of disciplinary action, served or pending within the three years prior to the date of nomination.
- Officers/Executives and previous awardees (employees) of the MVP Academic Excellence Awards and the PLDTF Employees' Educational Grant shall no longer be eligible in order to give other dependents of employees the chance to avail of the same benefit.
- Only one member of the family of qualified PLDT employees shall be eligible to become recipients of the award. No other member of the family of a particular PLDT employee shall be qualified to the award if another member has also been a previous recipient.

Application Procedures and Requirements

- Interested qualified employees who wish to apply for PLDT-Smart Employees Educational Grant must email us at foundation@pldt.com.ph and for questions and inquiries, please contact Donna Hernandez at 816-8258 and Flor Altarejos at 856-5178.
- Fill out the Application form and attach the required documents (Applications not accompanied by required documents or with incomplete information will not be processed).
 - [] Recent photo of the nominee (2 x 2 ID Photo)
 - [] Nominee's birth certificate
 - [] Employee's marriage certificate
 - [] **Authenticated** scholastic record for the previous year that includes academic class ranking and general weighted average (F-137)
 - [] **Certified True Copy of Grades** (Form 138 for the SY 2007 – 2008) and **Certified Latest copy of report card** indicating grades till latest quarter (Form 138 for the SY 2008-2009)
 - [] **Certificate of Good Moral Character** or recommendation from the school Principal/Dean/Guidance Counselor (original)

[] Certificate of enrollment, if any

[] Result of entrance examination, if any

Applications not accompanied by the required supporting documents, or with incomplete information and not authenticated by the school will not be processed.

All documents and data, submitted will be treated with utmost confidentiality and will be used solely for evaluation purposes.

Accomplished application form with complete information and supporting documents must be received at the office of the PLDT Foundation on or before April 17, 2009 in order to provide sufficient time for processing. No extension shall be given.

Please send your entries at the drop boxes located at the lobby of Ramon Cojuangco & MGO Building. You may confirm your application after 1 to 2 days from date of receipt.

Selection Criteria

- All qualified applicants shall be selected and ranked on the basis of grades obtained till the last quarter or final grade after one grading period.
- Priority shall be given to applicants with the best academic record.
- List of awardees will be announced in a special ceremony
- The awardee/parent shall sign an Agreement that conforms to the rules and conditions with PLDT-SMART Foundation

Mode of Payment

PLDT-Smart Foundation shall give the parent the grant in full during the awards night where awardees will be honored.

- Parents shall submit a written report to PLDT-Smart Foundation detailing how they used the grant and how the grant was able to help their child with his or her education on or before 31 December 2009.

Limitations of grant

- The educational grant is non-transferable.
- The grant must be used for educational purposes of the awardee.

Choice of Selection committee is final

It is clearly understood that the choice of the Selection Committee is final. No appeal shall be entertained and submission and/or nomination of a candidate shall be interpreted as conformity to these rules. PLDT-SMART Foundation reserves the right to change the mechanics for the implementation for the following year's grant.