

**Conferment of Honorific Title on Student Performing Arts Groups in UP Diliman
and Scholarship for Student Performing Artists
BOR APPROVAL: 1312th meeting, 29 October 2015**

GUIDELINES

I. RATIONALE.

Student performing arts groups in the University of the Philippines Diliman (UPD) play an invaluable role in the academic, cultural and artistic life of the institution. They serve not only as a validation of UP's role in arts development and promotion, but also as a training ground of the country's premier artists, pedagogues and leaders of the performing arts discipline.

A support that shall enhance the artistic endeavors of the student-performers would be mutually beneficial for the University and the student performing arts groups as this eventually would redound to productions of higher caliber and quality.

With this, the Office for Initiative in Culture and the Arts (OICA) is proposing two awards to be given to deserving student-performers: 1) conferment of the honorific title *Official Student Performing Arts Group of UP Diliman* and 2) a scholarship grant entitled *UPD Performing Arts Scholarship Program* (Tuition Waiver for Student Artists in the Performing Arts) for the deserving members of the student performing arts group which bear the title *Official Student Performing Arts Group of UP Diliman*.

II. GENERAL PRINCIPLE

A. Honorific Title

1. The *Official Student Performing Arts Group of UP Diliman* is a performing arts student organization (from here on will be referred to simply as *organization*) in UPD.
2. The performing arts, include, but are not limited to: theater, choir, folk and ethnic dance, contemporary dance, chamber theater, puppet theater, children's theater, performance art, orchestra, ethnic music and music (keyboard, guitar, etc.).
3. The organization is accredited and recognized by the dean (if a college-based organization) through the college Office of Student Activities (OSA) or the Vice Chancellor for Student Affairs (if a university-based organization) through the OSA at Vinzons Hall.
4. Members of the organization are *bonafide* UPD students. *Bonafide* students are those who are currently enrolled in at least 15 units of academic courses in a regular semester.

5. The organization has an artistic director or any officer who oversees the artistic mandate of the organization. It is guided by a faculty adviser.
6. Both the organization's artistic director and the faculty adviser are practitioners of the performing arts with which the organization is identified.
7. The conferment of the honorific title is based on the artistic merits and productivity of the organization, which include, but are not limited to: 1) active engagement of the group in the performance arena (e.g. participation in institutional events of the college or the University); 2) performances of high artistic quality; 3) representation of the college or the university in national and international festivals or competitions; 4) local, national and international recognitions; 5) and peer reviews.
8. Evaluation shall be done by a screening committee composed of faculty members who are deemed experts in their fields and constituted by the UPD Chancellor.
9. Endorsement of conferment of the honorific title on an organization will be given by the OICA Advisory Council to the UPD Chancellor. The UPD Chancellor, after evaluating the endorsement from the OICA Advisory Council, shall forward the endorsement for approval to the Board of Regents (BOR).
10. Applicant organizations shall submit all required documents and comply with the application guidelines.

B. Scholarship

1. The *UPD Performing Arts Scholarship Program* is a tuition waiver awarded to a deserving student-performer who is a member of an organization recognized as an *Official Student Performing Arts Group of UP Diliman*.
2. All members of an organization recognized as an *Official Student Performing Arts Group of UP Diliman* may apply for the tuition waiver.
3. The faculty adviser forwards to OICA a list of members who are eligible to receive the tuition fee waiver.
4. The applicant is an active member of the organization conferred with the title *Official Student Performing Arts Group*; has played important roles in the organization's productions, and has a General Weighted Average (GWA) not lower than 2.00 during the semester prior to application.

5. The OICA Advisory Council evaluates all applications and forwards a list of prospective recipients to be approved by the Chancellor.
6. Applicants shall submit all required documents and comply with the application guidelines.

III. TYPES OF AWARDS

A. Honorific Award

The award *Official Student Performing Arts Group of the University of the Philippines Diliman* is an honorific appointment attained through the endorsements of the OICA Advisory Council and the UPD Chancellor and approval by the BOR.

The organization must be endorsed by the college dean (for college-based organizations) through the college OSA or the Vice Chancellor for Student Affairs (for university-based organizations) through the OSA at Vinzons Hall. A screening committee constituted by the UPD Chancellor evaluates the merits of the organization applying for the honorific award. Those who are able to make the cut are recommended by the OICA Advisory Council to the UPD Chancellor and the BOR for final approval. Upon the orders of the UPD Chancellor, a conferment ceremony organized by OICA shall be held.

The appointment period of the award is three years. The award has a monetary equivalent of two hundred fifty thousand pesos (Php. 250,000.00) financial subsidy following government terms per academic year to produce relevant project for each academic year of the award.

B. UPD Performing Arts Scholarship Program or the Tuition Waiver for Student Performing Artists.

This award is a scholarship in form of a tuition waiver awarded by the UPD Chancellor to deserving student-performers who are members of an *Official Student Performing Arts Group of UP Diliman*.

Applicants are evaluated by the OICA Advisory Council upon the recommendation of the faculty adviser. The OICA Advisory Council then forwards a list of prospective recipients to the UPD Chancellor for approval.

The grant covers only one semester tuition. A recipient may re-apply after a semester.

IV. IMPLEMENTING GUIDELINES: Honorific Award

A. Nature of the Award

1. Student performing arts organizations of UP Diliman, active, accredited and recognized by the dean (for college-based organizations) through the college

OSA or the VCSA (for university-based organization) through the OSA at Vinzons Hall for at least three years, whose endeavors contribute to the performing arts, culture and tradition of UPD, and whose qualifications satisfy those enumerated under the application procedure, may apply for the honorific award of being an *Official Student Performing Arts Group of UP Diliman*.

2. The title *Official Student Performing Arts Group of UP Diliman* has an appointment period of three years. It grants the recipient organization 1) the right to use the title in public events or pronouncements and 2) a monetary (production subsidy) award of Php. 250,000.00 per academic year.
3. For the initial appointment, the organization's output for the last three years prior to the application shall be considered for the evaluation of the application.
4. If during the period of appointment the organization loses its accreditation and recognition from the college or the university, based on OSA rule compliance, the honorific award is also terminated. The monetary equivalent of the award is likewise terminated.
5. Since this is a special award, the organization will no longer be considered for the regular OICA grant.

B. Evaluation Procedure

1. A call for application to the *Official Student Performing Arts Group of UP Diliman* award shall be released by OICA on a yearly basis (mid-semester of the second semester of the academic year).
2. The organization shall seek first the endorsement of the dean if a college-based organization or the VCSA if a university-based organization.
3. For college-based organization, the Dean must endorse the group as a "Resident Student [dance, theater, choral, music orchestra, or any related performing arts group] Company of the College."
4. For university-based organization, the VCSA must endorse the group as a "Resident Student [dance, theater, choral, music orchestra, or any related performing arts group] Company of the University."
5. The group shall submit the endorsement of the Dean (for college-based organization) or the VCSA (for university-based organization) together with a duly accomplished application form to OICA. The application forms shall be available at OICA.

6. The UPD Chancellor shall constitute a screening committee for the honorific award.
7. After evaluating the applications, the screening committee shall submit a list of possible recipients of the honorific title to the OICA Advisory Council.
8. Once the list has been submitted, members of the OICA Advisory Council shall meet *en banc* to deliberate and formally endorse potential awardees to the UPD Chancellor.
9. The UPD Chancellor will recommend the *Official Student Performing Groups of UP Diliman* to the BOR for final approval.
10. Upon the BOR's approval, the Office of the Chancellor through OICA will hold a ceremony for the conferment of the title *Official Student Performing Arts Group of UP Diliman*.
11. The conferment of the title must always precede the scholarship award.
12. Only those conferred with the title *Official Student Performing Arts Group of UP Diliman* shall be considered for the *UPD Performing Arts Scholarship Program*.
13. The appointment is valid for three years. Thereafter the groups will have to reapply for renewal.
14. The recognized organization must maintain its status as a recognized resident student organization of the college or the university. If the organization loses its accreditation within the appointment period, the honorific award is terminated. The monetary award is likewise terminated.

C. Reapplication as the *Official Student Performing Arts Group of UP Diliman*

1. Towards the last year of appointment, the organization may reapply for the honorific title.
2. The organization must submit a report of its output for each academic year during the period of appointment.
3. The organization must ensure that at least one member of the OICA Advisory Council is present in the group's productions.
4. An organization that fails to be renewed as an *Official Student Performing Arts Group of UP Diliman* may apply again in the succeeding year without prejudice to the merits used during the unsuccessful application.

V. IMPLEMENTING GUIDELINES: UPD Performing Arts Scholarship Program

A. Nature of the Award

1. The *UPD Performing Arts Scholarship Program* is a tuition waiver awarded to a deserving student-performer who is a member of an organization recognized as an *Official Performing Arts Groups of UP Diliman*.
2. The minimum requirements for an applicant are the following:
 - a. The applicant has been a member of the organization for at least two consecutive semesters;
 - b. The applicant has played an important role in the production(s) of the organization either as a performer or a member of the artistic or production team;
 - c. The applicant is currently enrolled in at least 15 units of academic courses during the application period; and
 - d. The applicant's GWA is 2.00 or higher during the preceding semester.
3. The scholarship is also an honorific award with the title *UPD Performing Arts Scholar*. It is a tuition waiver for the semester following the time of application.
4. The scholarship is good for one semester. It is renewable every semester until the last year of appointment of the recipient's organization as an *Official Student Performing Arts Group of UP Diliman*.
5. The award is endorsed by the faculty adviser to the OICA Advisory Council which serves as the recommending body to the Chancellor.

B. Evaluation Procedure

1. After the conferment of the honorific award to organizations, OICA shall release a memorandum containing a call for application to the *UPD Performing Arts Scholarship Program* addressed to all the *Official Student Performing Arts Group of UP Diliman*.
2. A member of the eligible organization shall fill out an application form, which must be submitted to the faculty adviser of the performing arts group. In addition to the application form, the applicant must include the following as attachments: (a) cover letter; (b) true copy of grades of the semester prior to the semester of the application certified by the College Secretary of the unit where the applicant is enrolled; (c) a portfolio of the applicant's active

participation in the group verified by the artistic director and noted by the faculty adviser.

3. The faculty adviser of the eligible organization is in charge of providing a list of students who may qualify for the scholarship program to OICA.
4. The OICA Advisory Council shall evaluate the candidates for recommendation to the UPD Chancellor.
5. The UPD Chancellor shall award the scholarship to deserving students through a conferment ceremony to be organized by OICA.

D. Reapplication of Scholarship

1. The scholarship is renewable every semester. The renewal follows the same procedures as a new application.
2. For the reapplication, the scholar must have:
 - a. maintained a GWA of 2.25 or better; and
 - b. an active participation in the organization as evaluated by the artistic director and notified by the faculty adviser.
3. If the recipient's organization is no longer an *Official Performing Arts Group of UP Diliman*, it must renew its status first before the recipient may reapply to the scholarship program.
4. If a recipient fails to be renewed as a scholar, he may apply again during succeeding semester provided that his organization is within its period of appointment as an *Official Student Performing Arts Group of UP Diliman*.
5. A recipient is barred from reapplying for two (2) consecutive semesters if he / she:
 - a. becomes an inactive member of the organization;
 - b. receives a grade of 5.0; and
 - c. receives a GWA lower than 2.25

VI. OTHER INFORMATION

A. Admission into the Award

1. The applying organization must accomplish the application form and the GWA form.
2. All declarations in the application form must be accompanied by proofs (such as souvenir programs, photos, posters, videos, etc.).
3. The college dean (for college based organization) or the Vice Chancellor for Student Affairs (for university based organization) must sign the endorsement page of the applying organization.
4. These forms will be evaluated by a Screening Committee constituted by the Chancellor using a rating system.
5. To be appointed as the UPD Official Student Performing Arts Group, the applying organization must earn at least 120 points.

B. Artistic Director and Faculty Adviser

1. The artistic director is responsible for the artistic direction of the organization. If the group has more than one, the organization must choose one as its principal artistic director.
2. The artistic director and/or the faculty adviser must be a practitioner of the same field as the organization's performing arts affiliation.

C. Conferment of the Honorific Title and Awarding of the Scholarship

1. Honorific Award

- a. Upon the approval of the BOR of *Official Student Performing Arts Group of UP Diliman*, the UPD Chancellor through OICA shall schedule an awarding ceremony.
- b. The award shall consist of a certificate of merit / honor and a cash incentive of two hundred fifty thousand pesos (Php. 250,000.00) per academic year for use in productions, concerts or any related performing arts output.
- c. The subsidy is awarded yearly. However, each tranche shall only be released after the group has submitted a project proposal to OICA signed by the artistic director and endorsed by the faculty adviser.

2. UPD Performing Arts Scholarship Program

- a. The UPD Chancellor signs a certificate of scholarship which shall be given to the recipients during an awarding ceremony.
- b. The award is in the form of a tuition waiver that takes effect during the semester succeeding the time of application.

D. Return Service to the University

1. The awarded organizations are expected to stage two performances in institutional events of the college and/or the University during the period of appointment. The following are some of the institutional events in UP Diliman where the awarded organizations are expected to or must actively participate:
 - a. Freshie Welcome Assembly
 - b. UP Foundation Day Celebration
 - c. Investiture of the Chancellor / President
 - d. UP Diliman Month
 - e. Linggo ng Parangal
 - f. UPD Christmas Program
 - g. Anniversaries of Colleges
 - h. Performances outside the campus wherein the group represents the University (including extension services of their colleges)

E. Administration of the Award

1. OICA is the UPD unit that administers the awarding of the honorific title and the scholarship grant. Its advisory council is the final recommending body prior to the endorsement of conferment by the Chancellor to the BOR.