

## ***UPD Visual Arts and Cultural Studies Scholarship Program***

### IMPLEMENTING GUIDELINES:

A. Nature of the Award: The *UPD Visual Arts and Cultural Studies Scholarship Program* is a tuition waiver awarded by the UPD Chancellor to deserving students in the visual arts and in programs related to arts and cultural critiques.

1. The minimum requirements for an applicant are the following:
  - a. The applicant is currently enrolled in any visual arts related program or any arts and cultural criticism program;
  - b. The applicant has a potential to be an exemplary artist or scholar as proven by a faculty-artist, a community-based artist, an art scholar, a cultural studies scholar, or an established artist through two (2) recommendation letters during the call for application;
  - c. The applicant must be currently enrolled in at least 15 units of academic courses during the semester preceding the application period (for undergraduate) or 6 units of academic courses (for graduate and post-graduate);
  - d. The applicant's GWA during the preceding semester must be 2.0 or higher for undergraduates; not lower than 1.75 for those in the graduate level; and not lower than 1.5 for those in post-graduate studies.
2. The scholarship is also an honorific award with the title *UPD Visual Arts and Cultural Studies Scholarship Program*. It is a tuition waiver for the semester following the time of application.
3. The scholarship is good for one semester. It is renewable every semester but only to a maximum of eight semesters (for undergraduate); four semesters (for graduate and post-graduate). After the eighth semester (for undergraduate) / fourth semester (for graduate and post-graduate), the student is no longer eligible for the tuition waiver.
4. The applicant is recommended by the chair and endorsed by the dean of the student to the OICA Advisory Council which serves as the recommending body to the Chancellor.

### A. Evaluation Procedure

1. UPD OICA shall release a memorandum containing a call for application to the *UPD Visual Arts and Cultural Studies Scholarship Program*.
2. An interested applicant shall fill out an application form, which must be submitted to OICA. In addition to the application form, the applicant must include the following as attachments: (a) cover letter addressed to the UPD Chancellor through the Director of OICA; (b) two (2) recommendation letters or testimonials from an artist or an arts and humanities scholar about the

applicant's potential in the future; (c) 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; (d) a portfolio of the applicant's creative works or research works.

3. The UPD Chancellor through the OICA Director shall constitute a steering committee to evaluate the applicants for the scholarship.
4. The steering committee shall submit a list of recommended scholars to the OICA Advisory Council.
5. The OICA Advisory Council shall evaluate the recommended scholars of the steering committee in order to endorse a final list to the UPD Chancellor.
6. The UPD Chancellor shall award the scholarship to deserving students through a conferment ceremony to be organized by OICA each semester.

#### B. Reapplication of Scholarship

1. The scholarship is renewable every semester. The renewal follows the same procedures as a new application except that a recommendation letter is no longer needed for reapplication.
2. For the reapplication, the scholar must have:
  - a. maintained a GWA of 2.25 or better (for undergraduate), 2.0 or better (for graduate), 1.75 or better (for post-graduate); and
  - b. a progress report as a student in the visual arts and in cultural studies.
3. If a recipient fails to be renewed as a scholar, he / she may apply again during succeeding semester
4. A recipient is barred from reapplying for two (2) consecutive semesters if he / she:
  - a. receives a grade of 5.0; and
  - b. receives a GWA lower than 2.25 (for undergraduate), 2.0 (for graduate), 1.75 (for post-graduate)