



STUDENT RECORDS OFFICE Office of the College Secretary

College of Social Work and Community Development
University of the Philippines Diliman

Magsaysay Ave., UP Diliman, Quezon City • Contact No. 8981-8500 local 4105

APPLICATION FOR SCHOLARSHIP

Requirements:

For New Applicants

1. Duly accomplished Application for Scholarship Form
2. Photocopy of last year Income Tax Return (ITR)
3. Form 5
4. (1) 2 x 2 photo
5. A 2-page autobiography with significant events in your life, at home, school and community which have influenced you as a person and the reasons why you are applying for a scholarship.
6. BIR Tax exemption for the year or Barangay Certification of Unemployment (if parents are not working).

For Renewal of Application for Scholarship

1. Duly accomplished Application for Scholarship Form
2. Photocopy of last year Income Tax Return (ITR)
3. Form 5
4. (1) 2 x 2 photo
5. A 1-page essay about how the earlier scholarship helped you in your studies and the reasons why you are applying for a scholarship.
6. BIR Tax exemption for the year or Barangay Certification of Unemployment (if parents are not working).

STEPS:

1. Download and Fill-up the [Application for Scholarship Form](#).
2. Fill-up the google form for the [Application for Scholarship](#).
3. The SRO will evaluate and forwards the list of applicants to the College Committee on Student Academic Welfare (CSAW) for action/recommendation.
4. The CSAW will send their action/recommendation to the SRO.
5. The SRO will inform the student of the results of their application. - end.

Please keep posted for updates/announcements/information pertaining to academic affairs, enrollment, deadlines, etc. You may refer to the following:

UPD Office of the University Registrar: <https://our.upd.edu.ph/>

UPD CRS official website: <https://crs.upd.edu.ph/>

UPD CSWCD official website: <https://cswcd.upd.edu.ph/>

UPD CSWCD SRO official website: <https://pages.upd.edu.ph/srocsxcd>

UPD CSWCD SRO official facebook page: <https://www.facebook.com/sro.cswcd>

Inquiries, submission of applications and other forms, requests and other needed assistance from SRO should be coursed through to our email address: cswcdsro.upd@up.edu.ph

For your guidance.

Thank you.

-SRO, CSWCD-