ST. LA SALLE FINANCIAL ASSISTANCE GRANT
GRADUATE SCHOLARSHIP GUIDELINES

1. All scholarship grants for graduate students are for one (1) term only, renewable thereafter upon compliance with OAS conditions.

2. A grantee must enroll in six (6) units per term. Enrollment in less than six (6) units would mean a proportional reduction on the scholarship coverage unless the subject needed is not offered, as certified by the Department Chair/Program Coordinator.

3. Enrollment for audit subjects, diploma/certificate programs and residency will not be covered by the grant. Some graduation-related fees (e.g. thesis binding, toga rental and alumni fee) will also not be covered.

4. The grade requirement for grantees in the Master’s programs is a trimestral average of “2.5” with no grade lower than “2.0”. The required trimestral average for those under the Doctoral programs is “3.0”, with no grade lower than “2.5”.

5. A student who failed to meet the required GPA is given a chance for only one (1) more term if the deviation from the required GPA is not more than 0.25.

6. Should a grantee receive a grade of “W”, drop a subject or withdraw his/her enrollment for the trimester, he/she must reimburse the OAS for the corresponding costs.

7. If a student receives one (1) failing grade, his/her scholarship is terminated.

8. A student cannot renew his/her scholarship if grades are not complete (i.e. number of course cards submitted does not correspond to the number of courses covered by the grant). However, students may be allowed to renew their scholarship if the professor has not yet submitted the final grade. The failure of the professor to submit his/her grades should be attested to by the Department Chair/Program Coordinator in writing. If the pending grade turns out to be a failure, the scholarship will not be renewed the following term.

9. If a student receives a 9.9 (incomplete/deferred) grade, his/her grant is suspended for one (1) term.

10. Students who are on the thesis writing stage of their program (except full-time programs) are only given three (3) trimesters (six (6) for dissertation writing) to finish their thesis/dissertation under the scholarship. Failure to finish within those terms, whether the student enrolls or not, would mean the discontinuance of the scholarships.

11. Aside from financial need, a grantee is given a scholarship on the assumption that he/she will enroll under a program on a continuing basis and with an end view of completing it. Should a grantee have a valid reason for not enrolling in a given trimester, a written request addressed to the OAS Director and endorsed by the Department Chair should be submitted for approval. The reason for the leave must be specified in the letter. The written request should be submitted before the start of the trimester. Grantees with grades of 9.9 (incomplete/deferred) may not file for a leave.

    A leave of absence is limited to only one (1) trimester for the entire duration of the grantee’s academic program. Students who go on leave for more than one (1) trimester will forfeit their scholarship slots.

12. No scholarship will be granted for second MA/MS or PhD degrees.

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