



Office of Admissions
and Scholarships

POLICIES AND GUIDELINES OF BROTHER PRESIDENT SCHOLARSHIP PROGRAM (BPSP)

1. Rationale

The BPSP of De La Salle University (DLSU) was formulated to provide scholarships to qualified children of full-time permanent faculty (Teaching and Academic Service Faculty [ASF]) and Administrative and Professional Service Personnel (APSP) of the University. The BPSP serves as a viable alternative to the old tuition waiver scheme.

2. Qualification

The following are qualified to apply:

- Children of married, permanent and full-time faculty (Teaching and ASF) and APSP (later referred to as "sponsor") who joined DLSU in May 1987 or after (those not qualified for the old tuition waiver program), who have served the University for at least three years as faculty/ASF/APSP and are considered in active service. Faculty/ASF/APSP who are on service, sabbatical or any leave with pay, as well as those who were seconded or in special detail to a De La Salle unit or affiliate are considered in active service;
- Must have passed the entrance requirements of La Salle Green Hills, De La Salle-Santiago Zobel School, De La Salle-Araneta University, De La Salle University-Dasmariñas, De La Salle-College of St. Benilde, De La Salle University, or De La Salle University Integrated School (Manila and Laguna Campuses), De La Salle-Lipa, and De La Salle Medical Health and Sciences Institute;
- Must be an incoming Kinder 1 or Grade 1 student for the elementary level, first year student for the high school level, Grade 11 for senior high school level or first year student for the college level (undergraduate degree program only).

In case the faculty/ASF/APSP retires from the University while his/her child is still enrolled and is currently availing of the grant, the child will be allowed to complete the grade/year level (if enrolled in grade school or high school) or the degree program (if enrolled in the college level), provided that the child has met all scholarship retention policies.

The retired faculty/ASF/APSP may apply for a new grant under the "BPSP for Retirees" for his/her children who will be enrolling in the college level (De La Salle University Manila and Laguna Campuses only), provided that the maximum number of 3 slots/levels are not yet fully



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utilized (e.g. when a faculty has already availed 2 slots/levels prior to retirement, only 1 slot/level will be provided to him/her under BPSP for Retirees”).

3. Maximum number of slots available

Fifteen (15) slots are allocated per academic year.

4. Selection Criteria

Applicants shall be ranked based on the sponsor’s number of years of service at DLSU.

5. Form of Grant

The BPSP covers tuition only (miscellaneous and other fees are not included) for the following levels:

- 50% tuition grant for preschool/elementary
- 100% tuition grant for high school
- 100% tuition grant for college (one undergraduate degree program only).

Each sponsor may avail of the scholarship:

- For one (1) child only – maximum of three (3) levels, or
- For three (3) children – maximum of one (1) level each

Once any of the above schemes has been availed of, the sponsor can no longer apply for the scholarship of his/her other children.

Scholarship grant is applicable in any of the following: La Salle Green Hills, De La Salle-Santiago Zobel School, De La Salle-Araneta University, De La Salle University- Dasmariñas, De La Salle-College of St. Benilde, De La Salle University, or De la Salle University Integrated School (Manila and Laguna Campuses), De La Salle-Lipa, and De La Salle Medical Health and Sciences Institute.

*The retired faculty/ASF/APSP may apply for a new grant under the “BPSP for Retirees” for his/her children who will be enrolling in the college level (**De La Salle University Manila and Laguna Campuses only**), provided that the maximum number of 3 slots/levels are not yet fully utilized (e.g. when a faculty has already availed 2 slots/levels prior to retirement, only 1 slot/level will be provided to him/her under BPSP for Retirees”). – Approved by the University Scholarship Council, AY 2021-2022*



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Once the scholar is admitted and granted scholarship, he or she will be monitored by the Office of Admissions and Scholarships (OAS) and will be subject to the office's scholarship rules and regulations.

For elementary and high school, the scholarship is initially granted for one (1) school year only; for college, the grant is initially for one (1) trimester only. Grants are renewable thereafter upon compliance with scholarship conditions. The BPSP only covers the regular duration of the grade level/year level/degree program. Any extension is subject to the approval of the OAS Director.



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6. Application Requirements for New Applicants

Submit the following to the Enrollment Services Hub, 2F Henry Sy, Sr. Hall starting March 1 of the calendar year.

- Accomplished [Brother President Scholarship \(BPSP\) Program Application Form](#) through the DLSU Intranet.
- Official letter of acceptance from the DLSU School
- Photocopy of the child's PSA-issued Birth Certificate
- Certification of good moral character from the Discipline Officer (or equivalent) of the school last attended
- Certification of sponsor's permanency/employment status and number of years of service at DLSU from the Office of the Provost (for faculty and ASF) or the Office of Community, Culture and Human Resource Services Office (for APSP).

Based on the BPSP selection criteria, the OAS formalizes the decision and informs the applicant accordingly.

7. Renewal Procedures for Existing Grantees

A. For Scholars Enrolled in DLSU Manila and Laguna Campuses (College Level)

1. Scholars should enroll during the regular enrollment period set by the Office of the University Registrar.
2. If renewal and retention criteria are met, OAS will automatically credit the amount towards the tuition assessed. Otherwise, the scholar should undergo the manual renewal process.
3. Only scholars who have paid at least 33% of the remaining fees or student payable will be considered officially enrolled.

B. For Scholars Enrolled in DLSU Manila and Laguna Campuses (Integrated School) and other La Salle Schools

1. All BPSP scholars are required to submit the following requirements and to manually process their scholarship renewal at the Office of Admissions and Scholarships.
 - 1.1 Enrollment Assessment Form
 - 1.2 [BPSP Renewal Form](#)
 - 1.3 Grades from the previous semester/trimester



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2. If renewal and retention criteria are met, the OAS will issue the manual certificate of support with the corresponding scholarship coverage.
3. The scholar will present a copy of the certificate of support to the Accounting Office of his/her respective school and pay the remaining fees.



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8. Retention Policies

A. COLLEGE LEVEL

Conditions for Retaining Scholarships

1. Maintenance of Cumulative Grade Point Average (CGPA) of not lower than 1.60 or its equivalent each term/semester.
2. Enrollment with a full-load or in units as prescribed in the degree program curriculum.
3. No shifting will be allowed except for highly meritorious reasons. In the case of grantees who intend to shift to another degree program, the sponsor shall shoulder the tuition incurred beyond the regular duration of the original degree program.
4. Truthful reporting of all information and authenticity of documents submitted.
5. Failure in not more than one course/subject during the entire duration of the grantee's degree program.
6. No proven violation as stipulated in the Student Handbook and other university policies

Rule on Payment for Re- enrollment of Failed Courses

As scholars, beneficiaries of the program are expected to exert effort in passing all courses taken. In case a scholar fails a course, payment for the repeat enrollment of the course (or any of its equivalent) shall not be covered by the scholarship and shall be shouldered by the scholar.

Reinstatement

1. Students whose scholarship has been terminated due to failure to maintain the required CGPA may apply for reinstatement only once if they obtain a term GPA of at least 1.60 or its equivalent with no failing grade the following term.
2. Students who took an approved leave of absence due to health reasons may apply for resumption of the scholarship provided they are allowed to proceed with their studies as certified by the University Physician/Counselor.

Computation of Tuition Grants

For enrollment outside DLSU, i.e. De La Salle-Araneta University, De La Salle-College of St. Benilde, La Salle Greenhills, De La Salle Zobel School, De La Salle-Lipa, De La Salle University-Dasmariñas, and DLMSHSI, computation of tuition grant will be based on the actual



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cost on the official Enrollment Assessment Form (EAF).



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B. ELEMENTARY AND HIGH SCHOOL LEVELS

Conditions for Retaining Scholarships

1. Obtaining a passing average at the end of the school year, qualifying the scholar to be promoted to the next grade/year level the following year.
2. Truthful reporting of information and authenticity of documents submitted.
3. No proven violation as stipulated in the Student Handbook and other school policies

Rule on Payment for Re-enrollment of Failed Subject

As scholars, beneficiaries of the program are expected to exert effort in passing all subjects taken. Re-enrolment in back subject shall not be covered by the scholarship and shall be shouldered by the scholar.

Reinstatement

1. Students whose scholarships have been terminated due to academic failures may apply for reinstatement if they obtain a general average of at least 80 with no grade below 75 in any subject the following school year. Reinstatement may be applied for only once at each level (elementary and high school).
2. Students who took an approved leave of absence due to health reasons may apply for resumption of the scholarship provided they are allowed to proceed with their studies as certified by the School Physician/Counselor.