PARANGAL SA SAMAHANG MAG-AARAL

STUDENT ORGANIZATION INFORMATION SHEET

PLEASE TYPE OR PRINT LEGIBLY

CHECKLIST OF REQUIREMENTS

Nominated Student Organization	

Type of Organization: ❒ University-wide ❒ College-based
(please indicate the college) _____

❒ Completed student organization information sheet to be provided by the Office of the Vice Chancellor for Student Affairs (OVCSA)

❒ Nomination / Endorsement Letter
- signed letter indicating the complete name of the nominator and contact details; and the reason why the organization is being nominated for the award

❒ Certification from the College Secretary (for College-based Student Organizations) and Office of StudentActivities (for University-wide organizations) that the organization has been a duly-registered student organization from January to December 2018 and that the organization has not been subject to a serious disciplinary case(s).

❒ Proofs/documentation of the nominated project (e.g. photos, news clippings, certificates, output samples such as newsletters, etc.)

❒ Other supporting documents/materials

FOR OVCSA USE ONLY

Received by:
_____

Date:
_____

Time:
_____

REMARKS/NOTES: