



NOMINATION FORM
2017 GAWAD CHANCELLOR
University of the Philippines Manila

Please attach
passport photo

NAME OF NOMINEE: _____

Unit / College: _____

Category (please check)

- Outstanding Teacher
- Outstanding Researcher
- Outstanding REPS
- Outstanding Administrative Personnel (Second Level)
- Outstanding Administrative Personnel (First Level)
- Outstanding Student
- Outstanding Student Organization
 - University-based
 - College-based
- Outstanding Faculty in Extension Service
- Outstanding Artist
- Outstanding Athlete

Please attach the following general requirements:

- Justification for nomination
- One-page resume of the nominee or the Information Sheet prescribed for specific category
- Certification of no administrative / disciplinary case filed nor pending against the nominee (issued by the Human Resources Development Office or the Office of Student Affairs, as applicable)

NOTE: Please submit additional requirements as stated in specific guidelines for each category.

CONFORME:

NOMINATED BY:

Signature of the Nominee

Signature over Printed Name

Designation: _____

Date: _____

Date: _____

ENDORSED BY:

Signature over printed Name of Dean / Director / Head of Unit

Date: _____

**GUIDELINES FOR THE SEARCH FOR THE UP MANILA
OUTSTANDING FACULTY IN EXTENSION SERVICE 2017**

Eligibility

The Outstanding Faculty in Extension Service Award shall be given to an active UP Manila faculty who has rendered services toward achieving excellence in social and public service and has performed at least very satisfactorily in his/her academic responsibility. This faculty member utilizes his /her expertise and talents related to his/ her discipline or on a separate field of interest outside instruction and research responsibilities. The extension activities generate and apply information that enrich teaching and research and empower the beneficiaries' capabilities. The extent of the community work must be as widespread as possible e.g. constituent university, entire university or outside communities. Examples of extension services are non-degree training, seminars, workshops, conferences, review classes, advisory/technical/information services, exhibits, performances, consultancy, networking, advocacy and volunteer/community work.

Recognition will cover accomplishments in extension service for the last five years. Previous recipients of this award are not eligible for nomination.

Criteria

CRITERIA		PERCENT WEIGHT
1.	Potential expected outcome/impact of extension work in the organization, community or nation	40
2.	Extension work aligned with the mission of UP Manila	24
3.	Commitment of the faculty in extension work (without compromising teaching duties in UP Manila)	24
4.	Advocacy for the University through involvement of students, peers and other staff of the institution	12
TOTAL		100

Documents to be Attached to the Nomination Form

1. Duly accomplished Information Sheet and Justification for Nomination.
2. Documentary proof of significant extension works (e.g. photocopies of certificates and citations, pictures, etc.) for the last five years. Please do not send plaques, trophies or medals. However, photos of plaques, trophies or medals may be submitted, instead.
3. Reports of Student Evaluation for the last five years or its equivalent for research faculty.
4. Administrative clearance

