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:
______________________________
Signature of the Nominee
Date: _____________________________

______________________________
Signature over Printed Name
Designation: _______________________
Date: _____________________________

ENDORSED BY:

__________________________________________________________
Signature over printed Name of Dean / Director / Head of Unit
Date: _____________________________
GUIDELINES FOR THE SEARCH FOR THE UP MANILA
OUTSTANDING STUDENT ORGANIZATION 2017

Eligibility:
1. A student organization that has been accredited for the last 2 years and the current year
2. With no record of suspension or any other disciplinary sanction of the organization or any officer or member of the organization for the last 5 years
3. Has a track record of activities that fulfill the organization’s objectives
4. Hall of fame awardees, i.e., winners for 5 consecutive years, shall be eligible for nomination only after 3 years since the last award has been received

Criteria for Selection:

| Completed activities for AY 2014-2016 that fulfilled the organization’s mission and objectives | 45% |
| Significant contributions of the programs and activities to the University and to the communities for AY 2014-2016 | 45% |
| Awards / citations received for AY 2014-2016 | 10% |
| **TOTAL** | **100%** |

Selection Process:
1. Only one (1) nominee for a College-based organization and duly endorsed by the Dean
2. University-based organizations and duly endorsed by the Office of Student Affairs (OSA)

Documents to be Submitted Together with the Nomination Form:
1. Certification of accreditation from OSA or College Office for Student Relations (OSR) Officer for Student Services (OSS)
2. Photocopy of the following:
   a. Awards and citations received
   b. Documentation of activities undertaken in AY 2015-2016.
3. Certification from the Office of the College Secretary, OSR /OSS that the officers and members have no record of suspension or any disciplinary sanction.