



Republic of the Philippines  
**QUEZON CITY COUNCIL**  
Quezon City  
21<sup>st</sup> City Council

PO21CC-556

93<sup>rd</sup> Regular Session

ORDINANCE NO. SP- 3121, S-2022

**AN ORDINANCE INSTITUTIONALIZING THE QUEZON CITY SCHOLARSHIP PROGRAM.**

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*Introduced by Councilor IRENE R. BELMONTE.*

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*WHEREAS, under the 1987 Constitution of the Philippines, the State shall protect and promote the right of all citizens to quality education at all levels and shall take appropriate steps to make such education accessible to all;*

*WHEREAS, it is the policy of the State to establish and maintain a system of scholarship grants, student loan programs, subsidies and other incentives which shall be available to deserving students in both private and public schools;*

*WHEREAS, in the past years, the Quezon City Government has established programs and enacted ordinances giving scholarships to qualified residents of Quezon City,*

*WHEREAS, Resolution No. 577, S-1991 approved the Scholarship Program of Quezon City for indigent High School Graduates in Quezon City while Ordinance No, SP-2561, S-2017 established an educational fund assistance program for deserving Public Senior High School students in Quezon City;*

*WHEREAS, Ordinance No. SP-2071, S-2011 mandated the automatic inclusion of top ten students of public schools in the scholarship program of the city while Ordinance No. SP-2337, S-2014 provided scholarship grants to qualified family members of tricycle drivers and operators;*

*WHEREAS, Ordinance No. SP-2366, S-2014 provided for the inclusion of vocational or technical courses in the scholarship program of the city, while Ordinance No. SP-2742, S-2018 established a scholarship program for specialized courses for qualified Quezon City residents;*

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WHEREAS, Ordinance No. SP-2165, S-2012 and Ordinance No. SP-2882, S-2019 provided for a scholarship program for qualified Quezon City residents and employees who are taking up post-graduate degrees to include law and medicine or are accepted in international study programs;

WHEREAS, Ordinance No. SP-2803, S-2018 created the Quezon City Youth Development Office to formulate and implement the programs and services of the City Government for the youth sector;

WHEREAS, there is a need to codify all city ordinances on scholarships and update scholarship requirements and benefits to make the program more responsive to the needs of Quezon City residents;

WHEREAS, expanding scholarship categories and simplifying the application and appeals process will enhance educational opportunities for Quezon City residents and encourage them to seek further studies to have a better future, and for the benefit of their families and the city.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED:

SECTION 1. SHORT TITLE. - This Ordinance shall be known as the "The Scholarship Code of Quezon City."

SECTION 2. DECLARATION OF POLICY. - It is hereby declared the policy of the Local Government of Quezon City to provide accessible education to deserving and qualified Quezon City constituents and promote further studies that will redound to the benefit of the students, their families, and eventually, our city.

SECTION 3. OBJECTIVES. - This Ordinance shall have the following objectives:

- a. Codify all the existing ordinances of Quezon City into one unified ordinance.
- b. Update scholarship requirements and benefits to make the program more responsive to the needs of Quezon City residents.
- c. Expand scholarship categories to cater to more scholarship beneficiaries
- d. Establish a simplified scholarship application and appeals process.

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**SECTION 4. DEFINITION OF TERMS.** - For purposes of this Ordinance, the following shall have their respective definitions:

- a. *Quezon City Scholarship Program* – a city program that provides financial assistance to deserving students, especially underprivileged ones, in the form of tuition fee grant and/or stipend.
- b. *Scholarship Category* – one or any of the following, based on student educational level: (1) Scholarship for Senior High School Students; (2) Scholarship for Tertiary Students; (3) Scholarship Post-Graduate Students, and; (4) Scholarship for Vocational Courses Students.
- c. *Scholarship Sub-Category* – one or any of the following, under the Scholarship for Tertiary Students Category: (1) Academic Scholarship; (2) Economic Scholarship; (3) Athletic and Arts Scholarships; (4) Youth Leaders Scholarship, and; (5) Specialized Courses Scholarship.
- d. *Quezon City Youth Development Office (QCYDO)* – the office mandated to implement the Quezon City Scholarship Program.
- e. *Scholarship Screening Committee (SSC)* – a committee tasked to oversee the implementation of the Quezon City Scholarship Program, review and approve scholarship applications, and handle special cases that may come about in relation to the implementation of the scholarship program.
- f. *Scholarship Appeal Process* – a procedure where scholars/applicants may raise concerns to the SSC through QCYDO, related to denial of scholarship, reconsideration of scholarship category and grants awarded, and termination of scholarship.
- g. *Quezon City Resident* – a person who is residing in Quezon City for at least six (6) months before application for scholarship, as may be evidenced by a Quezon City ID, a certificate from the barangay where the said person is residing, or any other documentary evidence accepted by QCYDO;
- h. *Scholar/ QC Scholar* – a student who is a recipient of a scholarship grant found in this Ordinance.
- i. *Maintaining Grade* -- refers to the prescribed General Weighted Average (GWA) required per scholarship category/sub-category and takes into consideration the school's grading system. For the purposes of this Ordinance, the prescribed GWA follows a 1.0 to 5.0 grading scale with 1.0 being the highest.

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- a. *The Scholar must be a Quezon City resident for at least six (6) months prior to application for scholarship.*
- b. *Scholars must be registered/accepted/enrolled in a recognized educational institution.*
- c. *Scholarship shall be good for only one school year or school term and may be renewed as long as it is within the prescribed number of school years needed to graduate from the curriculum, degree or program and provided that conditions for renewal are met.*
- d. *Scholars must meet/maintain the prescribed General Weighted Average per scholarship category.*

- e. *Scholars who fail to get a scholarship grant for not meeting the qualifications for their chosen scholarship category shall not bar them from applying in other categories.*
- f. *Scholars must carry the full load prescribed (or allowable) in the curriculum.*
- g. *Scholars who shift courses or transfer schools may be allowed to apply for renewal of their scholarship. However, the prescribed number of school years shall remain to be based on the scholar's first scholarship application.*
- h. *Deadlines for the application process and claiming of scholarship grants shall be set by the QCYDO, in coordination with the City Treasurer's Office.*
- i. *Scholars shall actively participate in community or special projects and youth development programs initiated by the City Government.*
- j. *Only one member per family may avail of a scholarship grant at any given time. If two or more family members are eligible for a scholarship, one of them must first complete his or her scholarship contract before the other family members can apply.*
- k. *Applicants who are already recipients of scholarships from the national government or private organizations may still apply for any of the scholarships categories and sub-categories found in this Ordinance, provided that the student meets all conditions herein. Upon approval of the application, the scholarship herein will only cover the additional amount needed by the Scholar, not exceeding the allowable scholarship grant for the scholarship category being applied for.*
- l. *Students who are already recipients of scholarships offered by other local government units are no longer eligible for scholarships offered by the Quezon City Government.*

#### **SCHOLARSHIPS FOR SENIOR HIGH SCHOOL STUDENTS**

**SECTION 7. SCHOLARSHIP FOR SENIOR HIGH SCHOOL STUDENTS; QUALIFICATIONS.** - *Aside from the general terms and conditions found in Section 6 hereof, an applicant for the Scholarship for Senior High Students must comply with the following:*

- a. *Must be a graduate of a public or private secondary school registered and located in Quezon City.*

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- b. Must have completed Grade 10 with Academic Honors Overall Rank 1 to 10.

**SECTION 8. SCHOLARSHIP FOR SENIOR HIGH SCHOOL STUDENTS; MAINTAINING GRADE.** - The beneficiary must maintain a General Weighted Average (GWA) of at least eighty-five percent (85%) for the school year wherein the Scholarship is given.

**SECTION 9. SCHOLARSHIP FOR SENIOR HIGH SCHOOL STUDENTS; AMOUNT OF GRANT.** - The beneficiary shall receive a maximum tuition fee grant of Ten Thousand Pesos (Php10,000.00) and a maximum stipend of Four Thousand Pesos (Php4,000.00) per school year.

### **SCHOLARSHIP FOR TERTIARY STUDENTS**

**SECTION 10. SCHOLARSHIP FOR TERTIARY STUDENTS; SUB-CATEGORIES.** - The scholarship for Tertiary Students has five (5) scholarship sub-categories:

- a. Academic Scholarship
- b. Economic Scholarship
- c. Athletic and Arts Scholarship
- d. Youth Leaders Scholarship
- e. Specialized Courses Scholarship

**SECTION 11. ACADEMIC SCHOLARSHIP FOR TERTIARY STUDENTS; QUALIFICATIONS.** - Aside from the general terms and conditions found in Section 6 hereof, an applicant for Academic Scholarship must comply with the following:

- a. Must be a graduate of a public or private high school registered and located in Quezon City.
- b. Must graduate from high school with academic honors, with an overall Rank 1 to 10.

**SECTION 12. ACADEMIC SCHOLARSHIP FOR TERTIARY STUDENTS; MAINTAINING GRADE.** - The beneficiary must maintain a General Weighted Average (GWA) of at least 1.5 or its equivalent for Academic Overall Rank 1 and 2 and at least 1.75 or its equivalent for Academic Overall Rank from 3 to 10 for the school term the scholarship was given.

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**SECTION 13. ACADEMIC SCHOLARSHIP FOR TERTIARY STUDENTS; AMOUNT OF GRANT FOR RANK 1 TO 2.** - The beneficiary shall receive a maximum tuition fee grant of Eighty Thousand Pesos (Php80,000.00) and a maximum stipend of Thirty-Two Thousand Pesos (Php32,000.00) per school year.

**SECTION 14. ACADEMIC SCHOLARSHIP FOR TERTIARY STUDENTS; AMOUNT OF GRANT FOR RANK 3 TO 10.** - The beneficiary shall receive a maximum tuition fee grant of Fifty Thousand Pesos (Php50,000.00) and a maximum stipend of Twenty Thousand Pesos (Php20,000.00) per school year.

**SECTION 15. ECONOMIC SCHOLARSHIP FOR TERTIARY STUDENTS; QUALIFICATIONS.** - Aside from the general terms and conditions found in Section 6 hereof, an applicant for Economic Scholarship must comply with the following:

- a. Must be a graduate of a public or private high school registered and located in Quezon City.
- b. Must belong to any of the following groups:
  - i. Indigent families
  - ii. Displaced/relocated families within Quezon City
  - iii. Persons with Disabilities (PWDs)
  - iv. Household helpers/Kasambahays
  - v. Alternative Learning System (ALS) graduates
  - vi. Solo parents
  - vii. Children whose parents were found guilty with finality in criminal cases
  - viii. Family members of tricycle drivers and operators
  - ix. Any other vulnerable or marginalized sectors as determined by SSC

**SECTION 16. ECONOMIC SCHOLARSHIP FOR TERTIARY STUDENTS; MAINTAINING GRADE.** - The beneficiary must maintain a General Weighted Average (GWA) of at least 3.0 or its equivalent for the school term wherein the scholarship is given.

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**SECTION 17. ECONOMIC SCHOLARSHIP FOR TERTIARY STUDENTS; AMOUNT OF GRANT.** - The beneficiary shall receive a maximum tuition fee grant of Ten Thousand Pesos (Php10,000.00) and a maximum stipend of Four Thousand Pesos (Php4,000.00).

**SECTION 18. ATHLETIC AND ARTS SCHOLARSHIP FOR TERTIARY STUDENTS; QUALIFICATIONS.** - Aside from the general terms and conditions found in Section 6 hereof, an applicant for the Athletic and Arts Scholarship must comply with the following:

- a. Must be a graduate of a public or private high school registered and located in Quezon City.
- b. Must be a recipient of a top individual award/recognition for sports or cultural arts in the most recent school year school/term or playing season given by recognized institutions.

**SECTION 19. ATHLETIC AND ARTS SCHOLARSHIP FOR TERTIARY STUDENTS; MAINTAINING GRADE.** - The beneficiary must maintain a General Weighted Average (GWA) of at least 2.5 or its equivalent for the school term wherein the scholarship is given.

**SECTION 20. ATHLETIC AND ARTS SCHOLARSHIP FOR TERTIARY STUDENTS; AMOUNT OF GRANT.** - The beneficiary shall receive a maximum tuition fee grant of Ten Thousand Pesos (Php10,000.00) and a maximum stipend of Four Thousand Pesos (Php4,000.00) per school year.

**SECTION 21. YOUTH LEADERS SCHOLARSHIP FOR TERTIARY STUDENTS; QUALIFICATIONS.** - Aside from the general terms and conditions found in Section 6 hereof, an applicant for Youth Leaders Scholarship must comply with the following:

- a. Must be a graduate of a public or private high school registered and located in Quezon City.
- b. Must be a recipient of a leadership award given by the city or serve as Sangguniang Kabataan/ Supreme Student Council member or as president/ vice president of (or its equivalent) of a Quezon City registered youth organization.

**SECTION 22. YOUTH LEADERS SCHOLARSHIP FOR TERTIARY STUDENTS; MAINTAINING GRADE.** - The beneficiary must maintain a General Weighted Average (GWA) of at least 2.5 or its equivalent for the school term wherein the scholarship is given.

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**SECTION 23. YOUTH LEADERS SCHOLARSHIP FOR TERTIARY STUDENTS; AMOUNT OF GRANT.** - The beneficiary shall receive a maximum tuition fee grant of Ten Thousand Pesos (Php10,000.00) and a maximum stipend of Four Thousand Pesos (Php4,000.00).

**SECTION 24. SPECIALIZED COURSES SCHOLARSHIP FOR TERTIARY STUDENTS; QUALIFICATIONS.** - Aside from the general terms and conditions found in Section 6 hereof, an applicant for the Specialized Courses Scholarship must comply with the following:

- a. Must be a graduate of a public or private high school registered and located in Quezon City.
- b. Must be enrolled or registered in any of the priority courses/specializations/disciplines identified by the Commission on Higher Education (CHED), with priority on courses deemed necessary by the Quezon City Government. The List of Priority Courses shall be posted by the QCYDO before the start of the application period for the upcoming school year.

**SECTION 25. SPECIALIZED COURSES SCHOLARSHIP FOR TERTIARY STUDENTS; MAINTAINING GRADE.** - The beneficiary must maintain a General Weighted Average (GWA) of at least 1.75 or its equivalent for the school term wherein the scholarship is given.

**SECTION 26. SPECIALIZED COURSES SCHOLARSHIP FOR TERTIARY STUDENTS; AMOUNT OF GRANT.** - The beneficiary shall receive a maximum tuition fee grant of Eighty Thousand Pesos (Php80,000.00) and a maximum stipend of Thirty-Two Thousand Pesos (Php32,000.00) per school year.

### **SCHOLARSHIP FOR POST-GRADUATE STUDENTS**

**SECTION 27. SCHOLARSHIP FOR POST-GRADUATE STUDENTS; QUALIFICATIONS.** - Aside from the general terms and conditions found in Section 6 hereof, an applicant for scholarship for Post-Graduate Students must comply with the following:

- a. Must be enrolled in a Masters/Doctorate/Law/Medicine or their equivalents in a recognized local or international educational institution.
- b. Must be employed for at least 1 year or occupy at least a Salary Grade Level 14 position or its equivalent, regardless of employment status.

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**SECTION 28. SCHOLARSHIP FOR POST-GRADUATE STUDENTS; MAINTAINING GRADE.** - The beneficiary must maintain a General Weighted Average (GWA) of at least 2.50 or its equivalent for the school term wherein the scholarship is given. For students taking up Law and Medicine, a GWA equivalent to PASSED is required.

**SECTION 29. SCHOLARSHIP FOR POST-GRADUATE STUDENTS; AMOUNT OF GRANT.** - The beneficiary shall receive a maximum tuition fee grant of Fifty Thousand Pesos (Php50,000.00), a maximum stipend of Twenty Thousand Pesos (Php20,000.00), and a one-time thesis/dissertation grant of Thirty Thousand Pesos (Php30,000.00). The thesis/dissertation grant shall be released upon approval of the scholar's policy/program proposal.





**SECTION 30. SCHOLARSHIP FOR POST-GRADUATE STUDENTS; APPROVAL OF POLICY/PROGRAM PROPOSALS.** - The Scholar must incorporate policy/program proposals for the QC LGU in his/her Thesis or Dissertation. The scholar must present the proposal to the SSC for approval.

**SECTION 31. SCHOLARSHIP FOR POST-GRADUATE STUDENTS; COPY OF POLICY/PROGRAM PROPOSALS.** - The Scholar must ensure that QCYDO will be provided with a copy of his/her policy/program proposals, taking into consideration school policies on sharing of academic information and data. 

**SECTION 32. SCHOLARSHIP FOR POST-GRADUATE STUDENTS; RENDITION OF ONE YEAR GOVERNMENT SERVICE.** - The Scholar must render service with the Local Government of Quezon City for at least one year after completion of the degree. Otherwise, the scholar shall be required to pay the full scholarship amount awarded.

### **SCHOLARSHIP FOR VOCATIONAL COURSES**

**SECTION 33. SCHOLARSHIP FOR VOCATIONAL COURSES; QUALIFICATIONS.** - Aside from the general terms and conditions found in Section 6 hereof, an applicant for Scholarship for Vocational Courses Students must comply with the following:

- a. Must belong to any of the following groups: indigent families, displaced/relocated families within Quezon City, PWDs, household helpers/kasambahays, ALS graduates, solo parents, children whose parents were found guilty with finality in criminal cases, family members of tricycle drivers and operators, any other vulnerable or marginalized sector as determined by the SSC.
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- b. *Must be enrolled in a TESDA accredited training institution or other training institutions recognized by the Quezon City Government.*
- c. *Must be enrolled in vocational courses designed to develop necessary workforce skills related to:*
  - a. *Service and Logistics*
  - b. *E-commerce*
  - c. *Business Start-up/Business Administration*
  - d. *Financial Literacy*
  - e. *Information and Communications Technology*
  - f. *Product/Service Development*
  - g. *Office Administration/Business Communication*

**SECTION 34. SCHOLARSHIP FOR VOCATIONAL COURSES; AMOUNT OF GRANT.** - *The beneficiary shall receive a maximum amount of Six Thousand Pesos (Php6,000.00) to be released one-time.*

**SECTION 35. SCHOLARSHIP FOR VOCATIONAL COURSES; ONE TIME AVAILMENT.** - *The Scholar may only avail of this scholarship once and will be barred from applying for scholarship for another vocational course.*

**SCHOLARSHIP SCREENING COMMITTEE (SSC)**

**SECTION 36. SCHOLARSHIP SCREENING COMMITTEE (SSC); FUNCTIONS.** - *For purposes of this Ordinance, a Scholarship Screening Committee shall be created with the following functions:*

- a. *Oversee the implementation of this Ordinance.*
- b. *Review and approve all applications across all scholarship categories.*
- c. *Handle appeals in relation to approval of scholarship application and renewal.*
- d. *Review and Approve Program or Policy Proposals of Masters/Doctorate scholars.*

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- e. *Handle special and other analogue cases that may come about by reason of, or in relation to the implementation of this Ordinance.*

**SECTION 37. SCHOLARSHIP SCREENING COMMITTEE (SSC); MEMBERS.** - *The Scholarship Screening Committee (SSC) shall be headed by the City Mayor and is composed of representatives from the following:*

- a. *Office of the City Administrator*
- b. *Quezon City Youth Development Office*
- c. *Human Resource Management Department*
- d. *City Planning and Development Department*
- e. *Public Employment Service Office*
- f. *Quezon City University*
- g. *City Budget Department*
- h. *City Council, Committee on Education, Science and Technology*
- i. *Education Affairs Unit*

*The City Mayor may designate additional Scholarship Screening Committee (SSC) to ensure efficient implementation of the scholarship program.*

#### **APPLICATION PROCESS**

**SECTION 38. APPLICATION FOR SCHOLARSHIP.** - *The student shall submit to the QCYDO the necessary documents needed to prove that he/ she is qualified to be granted a scholarship or the renewal thereof.*

**SECTION 39. REVIEW OF THE SCHOLARSHIP SCREENING COMMITTEE (SSC).** - *Upon evaluation of scholarship applications, QCYDO shall forward the same to the Scholarship Screening Committee (SSC) for review and approval. The SSC shall ensure that scholarship applications shall be acted upon promptly, taking into consideration the enrollment schedule for the school year/ term relevant to the scholarship.*

**SECTION 40. APPROVAL OF SCHOLARSHIP GRANT; CERTIFICATE OF SCHOLARSHIP AND SCHOLARSHIP CONTRACT.** - *Upon approval of application for scholarship, the Scholar shall receive a Certificate of Scholarship and a Scholarship Contract, which shall state the following:*

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- a. Name of the Scholar;
- b. Terms and Conditions of the Scholarship, as stated in this Ordinance;
- c. Type of scholarship granted and whether the scholarship is new or renewed;
- d. Maximum amount of tuition fee grant and/or stipend;
- e. Year/term to be covered by the scholarship.

*The Scholarship Contract must be signed by the beneficiary and the Quezon City Government before the release of the scholarship grant. Parents or legal guardians must likewise sign the contract if the scholar is a minor.*

**SECTION 41. TERMINATION OF SCHOLARSHIP; GROUNDS.** - *The Scholarship Screening Committee through the QCYDO, upon a written notice to the scholar, may terminate the scholarship on any of the following grounds:*

- a. Non-fulfillment of scholarship conditions stated in the Scholarship Contract.
- b. Forging, falsification, and misrepresentation in the application for scholarship.
- c. Conviction of a crime and/or health conditions that render the scholar unfit to pursue studies during the school year/school term applied for wherein the scholarship is granted.
- d. Other causes as may be determined by the QCYDO, as approved by the Scholarship Screening Committee (SSC).

**SECTION 42. TERMINATION OF SCHOLARSHIP GRANT; RETURN OF GRANT AND BLACKLIST.** - *The Scholarship Screening Committee shall determine whether the cause for the termination of scholarship shall also require the return of full or partial amount of the grant or the conferring of blacklist status for future scholarship applications.*

### **APPEAL PROCESS**

**SECTION 43. APPEAL PROCESS; GROUNDS.** - *The following shall be grounds for appeal:*

- a. Denial of application for scholarship.



- b. Denial of renewal for scholarship.
- c. Reconsideration of the scholarship category and/or scholarship grant awarded.
- d. Termination of scholarship as provided for under Section 41.
- e. Reconsideration of Order of Refund or Blacklist status provided for under Section 42.

**SECTION 44. APPEAL PROCESS.** - The applicant may appeal following the procedures set by QCYDO, within 5 days from receipt of the action that is subject to appeal. In case of a minor, the parent or the legal guardian may appeal in behalf thereof.

**SECTION 45. SCHOLARSHIP DATABASE.** - QCYDO shall establish and develop a centralized database system that will provide timely and relevant information for policy formulation and for proper handling of concerns in relation to the scholarship program of the Quezon City Government. QCYDO shall ensure the confidentiality of data found in the database.

**SECTION 46. FUNDING.** - There shall be a Scholarship Fund that will be maintained by the QCYDO which will be part of the annual budget for its continuous operation.

**SECTION 47. IMPLEMENTING OFFICE.** - The QCYDO, in coordination with the SSC, shall be the main implementor of this Ordinance.

**SECTION 48. IMPLEMENTING RULES AND REGULATIONS.** - QCYDO shall issue the necessary implementing rules and regulations within sixty (60) days from approval of this Ordinance.

**SECTION 49. SEPARABILITY CLAUSE.** - If any part or section of this Ordinance is declared unconstitutional for any reason whatsoever, such declaration shall not in any way affect other parts or sections of this Ordinance.

**SECTION 50. REPEALING CLAUSE.** - All previous ordinances which are found to be inconsistent with the provisions of this Ordinance are hereby repealed, amended or modified accordingly.

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*SECTION 51. EFFECTIVITY CLAUSE. - This Ordinance shall take effect immediately upon its approval.*


*ENACTED: March 14, 2022.*

  
GIAN G. SOTTO  
City Vice Mayor  
Presiding Officer

ATTESTED:


  
Atty. JOHN THOMAS S. ALFEROS III  
City Government Dept. Head III

APPROVED: JUN 17 2022

  
MA. JOSEFINA G. BELMONTE  
City Mayor

CERTIFICATION

*This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on March 14, 2022 and was PASSED on Third/Final Reading on March 21, 2022.*

  
Atty. JOHN THOMAS S. ALFEROS III  
City Government Dept. Head III

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