



abotiz

LEGAL SCHOLARSHIP PROGRAM

Application Form

INSTRUCTIONS

Thank you for your interest in the **Aboitiz Legal Scholarship Program**.

Please read the next pages carefully and familiarize yourself with the program eligibility, the application requirements, and the screening and selection process.

The Aboitiz Legal Scholarship Program is looking for outstanding full-time incoming 2nd year to 4th year students pursuing a Law degree.

*(5th year if under special program)

All application requirements should be enclosed in a long brown envelope and submitted to:

TAGUIG OFFICE

The Aboitiz Legal Scholarship Program
Aboitiz Equity Ventures, Inc.
20F NAC Tower, 32nd Street, Bonifacio Global City
Taguig City

Please note that incomplete application packages will not be considered. Documents submitted to the Scholarship Selection Committee will also become the property of the company and will not be returned to the applicants.

Frequently Asked Questions (FAQs) can be found on our website <http://careers.aboitiz.com>. Look for the Future Talents link and select the Scholarship tab. You may also contact 886-2460

We look forward to receiving your application.

PROGRAM ELIGIBILITY

To qualify for the Scholarship Program, the applicant must:

- Be a full-time 2nd to 4th* year incoming student of an eligible college or university. *5th year if under a special program
- Be pursuing a Law degree
- Have a general weighted average of at least 2.25
- Not have a failing or incomplete grade;
- Not have a record of any form of disciplinary action; and,

APPLICATION REQUIREMENTS

The applicant must submit all of the following documents:

- A fully completed application form. Applicants may download copies of the application form.
 - A certified true copy of the applicant's transcript for all Law degree course work, ending with the grades from the most recent semester completed as of application.
 - Certification from the School Principal or Registrar stating the overall cumulative GPA/GWA of the applicant (for incoming 2nd to 4th year applicants). GPA/GWA certification should also include the percentage equivalent grade.
 - Certifications supporting leadership experience, awards received, and community involvements.
 - Two letters of recommendation (one academic & one non-academic).
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2. SCREENING & SELECTION

SCREENING & SELECTION PROCESS

- All applications submitted will be evaluated by Corporate HR and the Legal Department.
- Corporate HR along with the Legal Department will screen the applications based on the following criteria: academic performance, leadership ability, awards received, community involvement, recommendations, and personal essay.
- After deliberations, applicants who qualify for the next step of the application process, which is a panel interview, will be notified via phone call.

Complete **ALL** sections of this application. **If not applicable, kindly put "N/A".**
 Failure to answer these items will disqualify the applicant. Print your answers clearly and accurately. Appearance and completeness will be considered during the evaluation. Attach your most current 2X2 colored photo on the upper right corner of this page.

PERSONAL INFORMATION

Name (First, Middle, Last)	
Present Address	
Postal Address (If different from current address)	
Contact Numbers (land line, mobile)	E-Mail
Date of Birth (mm/dd/yyyy)	Present Age

EDUCATION (For incoming 1st year college students, please state preferred course & school.)

High School	Location	Year Graduated
College	Course & Year	Year Graduated

For incoming 2nd year to 4th year law students, please provide your cumulative GPA / GWA for all course work.

Are you a part of any other scholarship program? If yes, please list and describe, including the scholarship amount and benefits or privileges received.

FAMILY BACKGROUND (Parents, siblings)

Name	Age	Relationship	Position & Company / Course & School

AWARDS

List down the five (5) most significant awards you received from high school to present, arranged from the most recent to the earliest. All fields are required. See sample below. Also, provide certifications as proof of the awards received for all entries. Photocopies of actual certificates are accepted. ¹

	Name of Award (Rank, Name of Award)	Award Description	Award-Giving Body	Date Awarded	Level (National, Regional, Division, District, School)
	2 nd Place, Feature Writing, National Secondary Schools Press Conference	Placed second among all the regional finalists of the press conference	Department of Education	February 22-26, 2009	National
1					
2					
3					
4					
5					

¹ IDs, programmes, medals, trophies, or pictures of the award are not accepted. Please provide a written certification signed by an authorized person, either from the academe or from the award-giving body.

5 EXTRACURRICULAR ACTIVITIES

EXTRACURRICULAR ACTIVITIES

List down your five (5) most significant leadership positions & community involvements from high school to present, arranged from the most recent to the earliest. All fields are required. See sample below. Also, provide certifications as proof of your leadership experience & community involvements for all entries. Photocopies are accepted.¹

LEADERSHIP

	Position	Organizations	Significant Contribution	Inclusive Dates	Level (National, Regional, Division, District, School)
	<i>President</i>	<i>Regional Federation of Junior Philippine Accountants</i>	<i>Implemented projects</i>	<i>2008-2009</i>	<i>Regional</i>
1					
2					
3					
4					
5					

COMMUNITY INVOLVEMENT

	Community Activities	Activity Description	Role	Inclusive Dates
	<i>Brigada Eskwela</i>	<i>Painted chairs and tables for Banilad Night High School</i>	<i>Volunteer</i>	<i>May 23, 2009</i>
1				
2				
3				
4				
5				

¹ For the Leadership section, the Committee will only accept certifications signed by the Student Affairs Office or the organization's adviser(s) stating the position(s) held by the applicant and the inclusive years.

6 PERSONAL ESSAY

Write an essay of 200 words describing your long-term goals, why you should be considered for the **Aboitiz Legal Scholarship Program** and how the receipt of this scholarship will assist you in achieving those goals.

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My signature below certifies that I have read and I understand all the conditions and requirements of an applicant for the Aboitiz College Scholarship Program as described in the program descriptions and that I meet all eligibility requirements.

Name & Signature of Applicant	Date
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To the Applicant

Choose two (2) evaluators who will write a recommendation letter for you. There should be 1 academe and 1 non-academe evaluator.

The **academe evaluator** can be any of the following:

1. Class Adviser
2. School Guidance Counselor / Student Affairs Officer
3. School Principal / Dean
4. Adviser of a school-based organization, where the applicant is a member of
5. Teacher/Professor of the applicant in at least one subject

The **non-academe evaluator** can be anyone from the community (parish priest, barangay captain / councilor, or employee) who can vouch for the potential and ability of the applicant.

Ask your Evaluators to write a recommendation letter, answering the following questions below. Your Evaluators should sign the recommendation letter and put it inside a white letter envelope. The letter envelope should be sealed, signed across the flap, and returned to you.

The sealed envelope should be enclosed together with your completed application. Please note that unsigned and unsealed recommendation letters will not be honored.

To the Academe & Non-Academe Evaluators

Your candid assessment of the applicant will assist the Scholarship Selection Committee in its evaluation. We greatly appreciate your time and effort in writing a recommendation. This recommendation is to be returned to the applicant. Please seal and sign the back flap of the envelope.

On your professional letterhead, please type or write a one-page recommendation for the applicant, answering the following items below:

- Name of Evaluator:
- Position Title:
- School / Company:
- Mobile Number:

1. How long have you known the applicant and in what connection?
2. What do you consider the applicant's talents or strengths?
3. What do you consider the applicant's weaknesses or areas for improvement?
4. Would you endorse the applicant for the ACSP? Why or why not?
5. Please feel free to provide any additional information about the applicant's record, potential or personal qualities, which you believe would be helpful to the Scholarship Selection Committee in considering this person's application.