

# APPLICATION PROCEDURE

- Secure admission in any of the identified delivering higher education institutions (DHEIs) and upon admission into the graduate program, submit the following documents directly to the contact person/coordinator:
  - Accomplished application forms for the FDP grant (forms are available at the office of the contact person/program coordinator, CHED Regional Offices or may be downloaded from the CHED Website);
  - Recommendation of the department head/chair with the approval of the head of the SHEI (Dean's level and above) with certification regarding:
    - employment status (indicate if full-time regular or contractual/probationary);
    - the availability of a position for the grantee upon completion of the program corresponding to the grantee's newly acquired qualification; and
    - no pending administrative charges against the grantee and no other scholarship program being enjoyed by the grantee.
  - In case of full-time contractual/probationary faculty, a Rehiring Agreement (RA) indicating SHEI's commitment to rehire the faculty scholar to return service after completion.
- The DHEI forwards to CHED HEDP-FDP Implementing Unit the documents of faculty applicants who have passed the institution's admission requirements.
- CHED evaluates and approves the final list of qualified applicants then sends the information and Scholarship Contracts (to be executed by the approved applicant and by the head of the SHEI) to the concerned DHEI.
- Faculty applicants approved by CHED must submit the following documents and enroll at the DHEI:
  - NSO authenticated Birth Certificate; b) Medical Certificate issued by a government physician within the last 6 months; c) NBI or Police Clearance issued within the last 6 months; and d) accomplished Scholarship Contract and Co-Maker Undertaking.
- Scholarship funds will be released by CHED to the DHEIs based on the submitted Work and Financial Plan (WFP). Grantees claim their stipends and other allowances in their respective DHEIs

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# DELIVERING HEIs

Institution	Contact Information
<b>Isabela State University</b> Isabela	HEDP-FDP Implementing Unit
<b>Central Luzon State University</b> Science City of Muñoz, Nueva Ecija	Dr. Cynthia C. Divina Dean, <i>Institute of Graduate Studies</i> (044) 456-5186 clsu_igs2003@yahoo.com
<b>University of the Philippines-Los Baños</b> 4031 College, Laguna	Dr. Ernesto V. Carpio Dean, <i>Graduate School</i> (049) 536-3414/ 536-2310 evcarpio@uplb.edu.ph • evcarpio@yahoo.com
<b>University of the Philippines-Open University</b> Los Baños, Laguna	Dr. Ma. Ana T. Quimbo HEDP-FDP Coordinator (049) 536-6014 aquimbo@upou.org
<b>University of the Philippines in the Visayas</b> Miagao, Iloilo	Dr. Ebonia B. Seraspe Dean, <i>College of Arts and Science</i> (033) 513-8773/ 338-1535 loc 444 ebs_ovcre@yahoo.com
<b>Leyte State University</b> Visca, Baybay, Leyte	HEDP-FDP Implementing Unit
<b>MSU-Iligan Institute of Technology</b> Andres Bonifacio Avenue, Iligan City	Dr. Brigida A. Roscom Dean, <i>School of Graduate Studies</i> (063) 223-2345/ 223-2744 loc 140/ 221-0248 csm-bar@sulat.msuit.edu.ph
<b>Xavier University</b> Corrales Avenue, Cagayan de Oro City	Dr. Amor Q. de Torres Dean, <i>Graduate School</i> (088) 858-3116 loc 2041/ 2035 (08822) 72-3116 loc 2041 a.detorres@xu.edu.ph
<b>Ateneo de Manila University</b> Loyola Heights, Quezon City	Dr. Norman F. Quimpo Director, <i>Office of Graduate Services</i> (02) 426-6001 loc 5140 to 42/ 426-5937
<b>De La Salle University</b> Taft Avenue, Manila	Dr. Julius B. Maridable Vice President for Academics & Research (02) 526-4246/ 522-1501 VPPAR@dlsu.edu.ph
<b>Philippine Normal University</b> Taft Avenue, Manila	HEDP-FDP Implementing Unit
<b>University of the Philippines Diliman</b> Diliman, Quezon City	Dr. Sergio Cao Chancellor (02) 928-2889/ 928-0110 • (02) 920-8860 (Dr. Rowena L. Guevarra) -oc@upd.edu.ph
<b>University of Santo Tomas</b> España Boulevard, Manila	Dr. Michael Anthony Vasco Faculty Secretary, <i>Graduate School</i> (02) 731-5396/ 731-3101loc 8247/ 740-9732 odgs@mnl.ust.edu.ph

FOR MORE INFORMATION, PLEASE CONTACT

**Thelma del Castillo/ Nelson Aparejo**  
**Monina Cabanada/ Catherine Galang**  
of the *Office of Policy, Planning, Research and Information*  
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of the *Office of Programs and Standards*  
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5F, DAP Bldg., San miguel Ave., Ortigas Center, Pasig City

email:  
[hedp-fdp@ched.gov.ph](mailto:hedp-fdp@ched.gov.ph) or  
[hedp.fdp@gmail.com](mailto:hedp.fdp@gmail.com)

visit our website at [www.ched.gov.ph](http://www.ched.gov.ph)  
(click on: Projects)



**Commission on Higher Education**  
**Higher Education**  
**Development Project**

# FACULTY DEVELOPMENT PROGRAM

Full PhD  
Program (Local)

## FACULTY DEVELOPMENT PROGRAM

The Faculty Development Program (FDP) is a major component of the six-year Higher Education Development Project (HEDP), a set of reform-oriented interventions aimed at improving the quality, equity and efficiency of Philippine higher education. The FDP seeks to upgrade the academic qualifications of tertiary faculty to masters and doctorate degree levels.

It is expected that through this program, improved faculty qualifications and teaching methods will contribute directly to better student learning which in turn would translate into higher passing rates in professional licensure examinations and greater productivity of graduates.

The scholarship grant is for local doctorate degree programs to be undertaken on campus or via distance learning on a full-time basis.

**Note: Faculty who are currently enrolled in any of the priority fields in a DHEI may apply!**

## PRIORITY FIELDS

The grant shall be for Ph.D. programs in the following priority fields offered by the identified delivering higher education institutions (DHEIs):

- ✳ ENGLISH
- ✳ NATURAL SCIENCES
  - Biology/Chemistry/Physics
- ✳ MATHEMATICS
- ✳ MATERIAL SCIENCE
- ✳ SOCIAL SCIENCES
  - Anthropology/History/  
Economics/Philosophy/  
Political Science/ Psychology/  
Sociology/ Educational  
Measurement and Evaluation
- ✳ INFORMATION TECHNOLOGY/  
SYSTEMS
- ✳ TESTING AND MEASUREMENT
- ✳ ELECTRONICS
- ✳ ENGINEERING
- ✳ Other Center of Excellence Disciplines

## PRIVILEGES

PRIVILEGES	AMOUNT
1. Full tuition and other fees	Actual tuition and other school fees.
2. Stipend	Php 10,000/ month during Summers; Php 9,000/ month during the Regular Semesters/Terms
3. Transportation assistance	One-Roundtrip air/boat/bus fare to and from DHEI for the entire duration of the program, subject to submission of receipt/s
4. Book allowance	Php 15,000 for the duration of the whole program
5. Dissertation grant	Experimental/Field Research - Php 100,000 Dry Research - Php 60,000
6. Substitute assistance	Maximum of 12 units teaching load or Php 13,440 per month

## QUALIFICATIONS

### The applicant MUST:

- be a full time faculty member in any of the priority sending higher education institutions (SHEIs);
- be currently teaching in a public or private college or university in any of the identified priority fields;
- have no doctorate degree in the priority field applied for;
- have good academic record;
- be a Filipino citizen and not more than 45 years old;
- be in good health;
- have no pending criminal/administrative charges or must not have been convicted for violation of any Philippine Law. (Certification must be obtained from appropriate agencies);
- be endorsed by the head of the sending higher education institution (SHEI); and
- be willing to render the required return service obligation in the SHEI for the period equivalent to the length of time the scholarship was enjoyed.

### Other FDP Components:

- ✳ Ph.D. Sandwich Program-Foreign (Dissertation Grant)
- ✳ Non-Thesis Masters Degree Program
- ✳ Masters Degree Program with Thesis