

APPROVED

DISAPPROVED

MENTOR'S SIGNATURE OVER PRINTED NAME

DATE

ENDORSED BY:

CHAIR/DIRECTOR

DATE

DEAN

DATE

DEAN, GRADUATE SCHOOL

DATE

BUDGET CLEARANCE: _____ BUDGET OFFICER DATE _____	NOTED: _____ HUMAN RESOURCE MANAGEMENT OFFICER DATE _____
APPROVAL/DISAPPROVAL _____ VICE CHANCELLOR FOR INSTRUCTION DATE _____	

UNIVERSITY OF THE PHILIPPINES LOS BAÑOS
College, Laguna 4031 Philippines

GRADUATE APPRENTICE SERVICE AGREEMENT

KNOW BY ALL MEN BY THESE PRESENTS:

This Agreement entered into and executed this _____ 200__ at _____ by and between:

University of the Philippines Los Baños, a State Institution of higher learning pursuant to Act 1870, as amended by PD 58 with principal office at UPLB Campus, College, Los Baños, Laguna represented by its Chancellor, _____ hereinafter referred to as UPLB

-And-

_____, of legal age, Filipino, with permanent address at _____ a graduate student of the UPLB pursuing the degree of _____ at the College of _____, hereinafter referred to as "Graduate Apprentice" (the "GA"),

WITNESSETH:

WHEREAS the BOR on its 1221st meeting held on 28 June 2007 has approved the UP Graduate Mentoring and Apprenticeship Program (the "GMAP");

WHEREAS the UPLB has approved the IRR for the GMAP on 6 December 2007 by virtue of Memorandum No. 199;

WHEREAS this agreement shall be governed by the above issuances;

WHEREAS the GMAP Coordination Committee (GMAP-CC) has approved the work plan hereto attached as Annex ___ and made an integral part hereof;

WHEREAS the appointed Faculty Mentor is _____ and has accepted the GA;

NOW THEREFORE, for and in consideration of the above premises and their mutual covenants hereinafter set forth the parties hereto have agreed as follows;

1. Obligation and Warranties of the Graduate Apprentice

- 1.1 The GA has voluntarily applied in GMAP;
- 1.2 The GA is a Filipino citizen;
- 1.3 The GA has been accepted to a graduate program;
- 1.4 The GA is currently enrolled as indicated by his/her FORM 5 hereto attached as Annex _____;
- 1.5 The GA has a regular status/standing at the time of his application;
- 1.6 The GA has a grade weighted average of 2.00 or higher and does not incur a grade of INC on the previous semester prior to this agreement;
- 1.7 The GA has no scholarship or other study support;
- 1.8 All the data and representation and warranties submitted by the GA are true and correct;
- 1.9 The GA shall perform the duties and responsibilities of a graduate apprentice as indicated in the approved work plan hereto attached as Annex _____;

2. Period of GMAP

The GMAP shall start on _____ 20____, the first day of classes for the ____ semester of the academic year of _____ and end on _____ 20____ the last day of classes of the above mentioned semester and academic year unless sooner terminated due to the following reasons:

- 2.1 The GA drops a course/subject indicated in his/her FORM 5 hereto attached as Annex _____;
- 2.2 The GA fails to perform the duties and responsibilities indicated in the work plan; and
- 2.3 The GA fails to satisfactory perform the duties in the work plan.
- 2.4 The GA has misrepresented or lied in any submissions regarding his qualification as GA;
- 2.5 The GA is convicted of any misconduct as defined in the rules on student discipline;
- 2.6 The GA fails to abide and fulfill his obligation, warranties and other conditions in this Agreement

3. While being qualified under the GMAP, the GA shall be entitled to the following privileges:
 - 3.1 Exemption from paying tuition fees;
 - 3.2 Exemption from paying miscellaneous fees; and
 - 3.3 Stipend based on the number of service hours rendered but not more than 60 hrs/month for MS and 80hrs/month for PhD at the fixed rate of Php100 per hour (as indicated in the implementing Rules and Regulations of the UP GMAP)
4. The FM shall attest and certify as to the number of hours rendered by the GA
5. At the option of UPLB, this agreement may be renewed until the completion of the degree / subject of the GA, subject to performance evaluation by the Faculty Mentor and the UPLB GMAP Committee
6. On reasonable grounds, and with due consent of the FM when the GA is unable to continue his studies, he may be allowed to give up the award prior to completion of the studies. In case the FM does not issue his consent, and the GA gives up the award, the GA shall pay back the University for the Stipend received and the school fees waived by the University for that semester as defined under sections 3.1; 3.2 and 3.3.
7. The GA shall perform all other duties recited in the above issuances governing the GMAP.
8. The GA and the UPLB has no employer-employee relationship.

IN WITNESS WHEREOF, the parties hereto set their hands this ____ day of _____ 20__ at Los Baños, Laguna, Philippines.

FERNANDO C. SANCHEZ, JR

Chancellor

Graduate Apprentice

SIGNED IN THE PRESENCE OF:

PORTIA G. LAPITAN

VC-Academic Affairs

Faculty Mentor

REPUBLIC OF THE PHILIPPINES

_____) S. S.
_____)
x-----x

On this _____ day of _____ 20____, personally appeared before me, _____, Chancellor, University of the Philippines Los Baños with Community Tax Certificate No. _____ issued at _____ on _____ AND _____ with Community Tax Certificate No. _____ issued at _____ on _____ known to me that the same is their free and voluntary act and deed.

WITNESS MY HAND AND SEAL at the place and date above mentioned.

Notary Public

Doc No. _____:
Page No. _____;
Book No. _____:
Series of 20____: