



THE OUTSTANDING STUDENTS AWARDS 2018 (THOS AWARDS 2018)

GENERAL GUIDELINES

I. OVERVIEW

The Outstanding Students (THOS) Awards is the annual flagship project of the Junior Chamber International Philippines-Bacolod, Inc. (JCI-Bacolod, Inc.).

The nominees will come from two (2) levels: Junior High School and College. Nominations will be formally made by the Dean of Students Affairs/Dean of Academic Affairs (or its equivalent) for the College level; and the Principal for the Junior High School level.

Using the Pre-Set Standards, members of the Board of Judges organized by the JCI-Bacolod, Inc. will evaluate the nomination and select the finalists and winners.

II. CRITERIA FOR EVALUATION

A. Academics

1. Must be either a Grade 10 student (Junior High School category) or a graduating student (College category) and must not be a degree holder;
2. Must be in the upper 20% of the course and year in all semesters/year since enrollment in nominating school, as the case may be, for which he/she is nominated up to the last completed semester/quarter/year;
3. Must not have a failing grade in any subject, including P.E., C.A.T., P.M.T., N.S.T.P., and the like;
4. Must not have an "incomplete" grade or unrecovered "conditional" grade in any subject taken;
5. Must not have any grade or mark lower than 82% (or its equivalent) in any required academic subject necessary for graduation; and
6. Must not have been placed on disciplinary probation, suspended, or punished for any disciplinary offense since enrolment and/or never had been charged or convicted of any criminal offense.

B. Extra-curricular Activities

1. Data for this criterion are to be found in the Nominee's Personal Data Sheet and Bidbook;
2. The following areas of endeavor are considered, although the list is not exclusive nor given in any order of importance:
 - a) student government / campus organizations
 - b) civic / community work
 - c) school / student publication
 - d) forensic / oratory / debate / public speaking
 - e) scientific research and discovery
 - f) sports / drama / arts

C. Personality/Interview

- a) intelligence and general knowledge
- b) facility of expression, bearing, neatness and appearance
- c) sense of justice and fairness, moral and physical courage
- d) cooperativeness, unselfishness, dependability and initiative
- e) overall personality



THE OUTSTANDING STUDENTS AWARDS 2018 (THOS AWARDS 2018)

SCORING:

- A. **BIDBOOK = 70% OF THE GRAND TOTAL SCORE**
- Leadership Excellence, Academic Excellence, Community Service
- B. **THE FINALISTS' FORUM = 30% OF THE GRAND TOTAL SCORE**

GRAND TOTAL:

Bidbook Score	70%
Finalists Forum Score	30 %
Total Score	100%

III. NUMBER OF NOMINEES

- A. Declaration of Nomination (provided herein) should come from, and must be signed by the Dean of Student Affairs/Academic Affairs (or its equivalent) for the College level, by the Principal and the Student Adviser for the High School level.
- B. A maximum of three (3) nominees per school shall be allowed. However, schools with population of more than 1,500 students in the level for which nominations are made may nominate an additional one (1) nominee for every 1,000 students in excess of 1,500 students. Required forms (Declaration of Nomination, Nominee's Personal Data Sheet) may be photocopied for other nominated students.

IV. REQUIREMENTS FOR NOMINATION

In submitting nominations, the school must complete the following data per nominee:

- A. **PRINTED DOCUMENTS** - Each nominee shall submit the following in 3 SETS, each set stapled together following this order:
1. **DECLARATION OF NOMINATION with NOMINEE'S PERSONAL DATA SHEET** - (Annexes A and B, 1 page each) to be filled up and signed by the nominee and the Dean of Student Affairs/Academic Affairs (or its equivalent) for the College level, and by the Principal for the High School level.
 2. **CERTIFICATION FROM THE SCHOOL REGISTRAR** indicating the students' Grade Point Average per year (freshman to third year) with the grade point average in the current year taken from the last completed semester/quarters and that the nominee is in the Upper 20% of his class/course and year, and has never had a grade below 82% (or its equivalent).
 3. **CERTIFICATION FROM SCHOOL HEAD** duly signed by the Dean of Student Affairs/Academic Affairs (or its equivalent) for the College level, and by the Principal for the High School level that all data and documents (Bidbook, Declaration of Nomination, Certifications, etc.) submitted to the THOS AWARDS are true and correct and have been personally verified by the same Dean of Student Affairs/Academic Affairs (or its equivalent) for the College level, and by the Principal for the High School level. This shall also contain a brief explanation why the student was nominated and description of his over-all personality and character.
 4. **FOUR (4) IDENTICAL 2X2 PICTURES with complete name on the back** (scanned/photocopied photographs not allowed) – one picture attached per Nominee's Personal Data Sheet (Annex B),



THE OUTSTANDING STUDENTS AWARDS 2018 (THOS AWARDS 2018)

one pasted on the title page of the bidbook and one picture reserved for any other needs of the THOS Secretariat.

5. A complete **VALIDATED TRANSCRIPT OF RECORDS** from freshman year to the last completed semester/quarter/year duly signed by the School Registrar and bearing the seal of the school for authentication purposes.

B. BIDBOOK

- a) Main entry bidbook pages (original bidbook) must be placed in a **LONG SIZED CLEAR BOOK**. Two (2) photocopied sets must each be fastened and placed in individual long white folders with nominee's name (family name first, then first name), school, and category clearly written on the folder's cover.
- b) Use **ORDINARY WHITE LONG BOND PAPERS** as background fillers (no designer, colored or scented papers allowed).
- c) **Each Nominee is allowed a minimum of twenty (20) pages and a maximum of fifty (50) pages EXCLUDING the page 2 inserts of required documents. This means that 1 sheet printed on both sides is already considered as 2 pages. It is advised that participants prioritize their main involvements or activities.**
- d) Supporting documents (certification, certified true copy of report card, photo copy of awards and certificates, photos, etc.) may be presented in the nominee's own creative way as long as clarity, order, and professionalism are observed.
- e) A nominee is prohibited to hire professionals to work on his/her bidbook. Doing so would immediately disqualify the nominee from the THOS Awards.
- f) The contents of the BIDBOOK must be in the following order:
 1. **Title Page** - containing the nominee's picture, full name, category entered, school represented; and a one paragraph personal introduction
 2. **Table of Contents – list contents per category: Leadership Excellence, Academic Excellence, and Community Service**
 3. **Category Details** – Each category must begin on a fresh page and not continued from previous category. Supporting documents may be in the form of pictures (which must have appropriate captions), certificates, etc.

Description of each category:

a. Leadership Excellence

- contains positions held in various school-based organizations (Student Council, School Publication, CAT, Academic and non-academic clubs, etc.), training and seminars attended (local, regional, national and international), awards and special citations received, significant projects led and organized in school from first to fourth year.

b. Academic Excellence

- contains the Grade Point Average (current School Year), Projected Academic Honors (end of SY), Honors and awards received in relation to academic subjects (local, regional, national, international), Academic contests won (local, regional, National and international), other special awards as an official representative of the school (arts, sports, literary, etc.).

c. Community Service/Involvement

- contains positions held in various community and Church-based organizations (Sangguniang Kabataan, Church, Youth Ministry, etc.), Trainings and seminar attended in relation to community service, significant projects initiated and implemented for the church and community, awards and special citation received in relation to service rendered to the community.



THE OUTSTANDING STUDENTS AWARDS 2018 (THOS AWARDS 2018)

The following shows the required format and sample contents:

I. LEADERSHIP EXCELLENCE

I.A. POSITION(S) HELD

Position	Semester(s)/ Period	Academic Year	Signature of Adviser/ Moderator or its counterpart
IA. STUDENT GOVERNMENT			
President	1 st and 2 nd Semesters	AY 2016-17	(signature) Ms. Maria Cruz Moderator
IB. CAMPUS CLUBS AND ORGANIZATIONS			
Math Club	1 st and 2 nd Semesters	AY 2013-14 to AY 2017-18	(signature) Mr. Juan dela Cruz Adviser
IC. PERFORMING ARTS			
ID. PUBLICATION			
IE. OTHERS			

I.B. PROJECTS ORGANIZED OR HEADED

Date and Venue	Name/Title of Event or Project	Level	Role	Attendees	Proof of Veracity/ Supporting Docs.
June 2, 2016 ABC Event Centre, Bacolod	Student Government Convention	City	Over-all Chairperson	200 Student Leaders from the different schools in Bacolod	*attach pic here/ certificate

**Levels: start with International – National – Regional – Provincial – City – School – Department*

**arrange per level, then by date*

I.C. LEADERSHIP TRAININGS/SEMINARS ATTENDED

Date and Venue	Name/Title of Event or Seminar	Level	Proof of Veracity/ Supporting Docs.
November 25, 2016, XYZ Hotel, Baguio City	123 National Convention	National	*attach pic of certificate here

**Levels: start with International – National – Regional – Provincial – City – School – Department*



THE OUTSTANDING STUDENTS AWARDS 2018 (THOS AWARDS 2018)

*arrange per level, then by date

I.D. LEADERSHIP AWARDS OR CITATIONS RECEIVED

Year	Name of the Award	Given by	Level	Proof of Veracity/ Supporting Docs.
2016	Outstanding SSG Award	Bacolod City	City	*attach pic of trophy/ medal/ cert/ pic receiving the award

*Levels: start with International – National – Regional – Provincial – City – School – Department

*arrange per level, then by date

II. ACADEMIC EXCELLENCE

II.A. ACADEMIC ACHIEVEMENT(S)

Weighted Grade Average as of 1 ST Semester of AY 2017-18 (COLLEGE) 2 ND Grading of AY 2017-18 (JUNIOR HIGH SCHOOL)	Signature of Registrar/ Principal
<u>95.68 %</u>	(signature) Mr. Juan dela Cruz
Projected Academic Honors at the end of the Academic Year (Summa Cum Laude, First Honors, etc.)	
<u>Summa Cum Laude</u>	

II.B. ACADEMIC CONTEST(S) WON

Year	Name of the Award	Given by	Level	Proof of Veracity/ Supporting Docs.
2016	1 st Runner Up, National Science Quiz Bee	DOST	National	*attach pic pf medal/ trophy/ cert/ while receiving the award
2016	Champion, Oration	NOPSSCEA	Provincial	*attach pic of medal/ cert

*Levels: start with International – National – Regional – Provincial – City – School – Department

*arrange per level, then by date

*may include Oratorical Contests, Quiz Bee, Investigatory Projects, Researches and the like



THE OUTSTANDING STUDENTS AWARDS 2018 (THOS AWARDS 2018)

III. COMMUNITY EXCELLENCE

III.A. POSITION(S) HELD IN THE COMMUNITY/CIVIC ORGANIZATIONS

Position	Organization	Inclusive Year(s)	Signature of Adviser/ Moderator or its counterpart
President	Young People Organization	2013	(signature) Ms. Maria Cruz Moderator
SK Kagawad	Brgy. Zone I, XYZ City	2014	(signature) Hon. Pedro Cruz Brgy. Zone I Captain
Member	Help Club, XYZ City	2015	(signature) Mr. Juan dela Cruz President

**arrange from highest to lowest position*

III.B. SIGNIFICANT COMMUNITY PROJECT(S) ORGANIZED

Date and Venue	Name/Title of Event or Project	Level	Proof of Veracity/ Supporting Docs.
August 15, 2016, XYZ City	Project Help	School	*attach pic/s during the event (the nominee must be in the pic/s)

**Levels: start with International – National – Regional – Provincial – City – School – Department*

**arrange per level, then by date*

III.C. COMMUNITY OUTREACH ACTIVITIES / TRAININGS PARTICIPATED

Date and Venue	Name/Title of the Community Event/ Outreach/Project/ Organizer	Level	Proof of Veracity/ Supporting Docs.
July 24, 2016, Social Development Center	Oplan Tulong organized by ABC Inc.	City	*attach pic/s during the event (the nominee must be in the pic/s)

**Levels: start with International – National – Regional – Provincial – City – School – Department*

**arrange per level, then by date*



THE OUTSTANDING STUDENTS AWARDS 2018 (THOS AWARDS 2018)

III.D. AWARD(S) OR CITATION(S) RECEIVED FOR COMMUNITY SERVICE

Year	Name of the Award	Given by	Level	Proof of Veracity/ Supporting Docs.
2016	Community Excellence Award	Help International Club	School	*attach pic of medal/ trophy/ cert or while receiving the award

**Levels: start with International – National – Regional – Provincial – City – School – Department*

**arrange per level, then by date*

Note: Participation in the activities deemed to be part of official position shall be included in the highest category to which it belongs to and therefore need not be separately included in the list of other involvements UNLESS MAJOR AWARDS have been conveyed because of it. (Example: Choir Leader singing in the school mass, in the school intramurals, and in the Christmas presentation, shall be considered as belonging to one point system in the category of being a Choir Leader UNLESS a MAJOR AWARD was conferred for the CHOIR in one particular contest). **VIOLATIONS OF THE GUIDELINES SHALL MERIT DEDUCTIONS IN THE OVERALL SCORE OF THE NOMINEE.**

SEALING INSTRUCTIONS

All requirements enumerated above must be sealed in a durable long-sized **EXPANDABLE ENVELOPE**. The upper left-hand corner on the back portion of the long-sized brown envelope must contain the nominee's complete name, category (High School or College), complete name of school, and nominee's personal and active contact number. For example:

Juan Pedro A. dela Cruz
HIGH SCHOOL
ABC University – Bacolod City
433-0000/0910-123-45-67

IMPORTANT DATES TO REMEMBER

Submission of Requirements - December 16, 2017

1:00-5:00pm only

Think Big Co-working Space (2nd Floor,

Finalists' Forum – January 20, 2018

Grand Awarding Ceremonies – February 10, 2018

For inquiries, please contact THOS Secretariat at 034-7029875/0933-4660096 or email us through thosawards2018@yahoo.com.