



**NEGROS OCCIDENTAL PRIVATE SCHOOLS SPORTS
CULTURAL EDUCATIONAL ASSOCIATION**

NOPSSCEA Building, Panaad Park, Mansilingan, Bacolod City 6100

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05 October 2011

THE SCHOOL ADMINISTRATORS

NOPSSCEA Member Schools

Negros Occidental

Dear **Fellow School Administrators:**

Greetings from NOPSSCEA!

On its 31st year, NOPSSCEA would like to give recognition to graduates of its member-schools who have excelled in their respective fields, bringing with them the values of true NOPSSCEAns, through the NOPSSCEA Alumni Excellence Award. While this was discussed during the General Assembly held at the NOPSSCEA Building on 27 July 2011, we are formally launching the NOPSSCEA Alumni Excellence Award today during the NOPSSCEA Teachers Day Celebration at the Riverside College Quadrangle.

Only the School Heads may submit nominations. School Head may recommend more than one nominee in each or all of the following categories: Education, Culture and Arts, and Sports.

The deadline for the submission of the duly accomplished Nomination Form together with the Nominee Information Sheet and all supporting documents will be on 06 January 2012. All hard copies of the documents should be received at the NOPSSCEA Office, Panaad Park, Mansilingan, Bacolod City at 5:00 o'clock in the afternoon. Nomination Forms and other documents sent through fax machine or by electronic mail will not be accepted.

The NOPSSCEA Board of Trustees has decided that there will be no interview of nominees but there will be an initial screening of documents of nominees to ascertain that only the ones which are complete will be submitted to the Board of Judges.

Apart from the mandatory documents, such as the Nomination Form, the Nominee Information Sheet, Nominee's Achievement Profile, the following supporting documents should be submitted, and will include but will not be limited to the following:

1. Proof of graduation from a NOPSSCEA-member school;
2. Certificate of Employment from employer (original, for those who are currently employed)
3. Performance Evaluation (latest, verified machine copy) from the company connected with (only when applicable);
4. Certificate of Membership in school/community/professional/socio-civic organizations (photocopy and certified by the President/School Head);

5. Certificate of attendance/participation in seminars, training programs and the like (verified machine copies will be accepted);
6. Plaques/Awards or Certificates of Recognition received (if plaque, picture may be attached and if certificates, verified machine copies may be accepted; but a list of all plaques/awards/certificates received should be included);
7. Researches and publications completed (only when applicable);
8. Character references from three (3) persons who are not related to the nominee;
9. Most recent photograph of the nominee (2x2) taken within the last six (6) months, with name and signature at the back;
10. Other documents, evidences and pictures that may support the accomplishments and other items included by the nominee in the Nominee's Achievement Profile.

The Awarding Ceremonies will be held during the NOPSSCEA General Assembly at the University of Negros Occidental-Recoletos Gymnasium on **27 January 2012** at 1:00 o'clock in the afternoon.

Each awardee will receive the following prizes:

NOPSSCEA Medallion of Excellence
Cash Prize of Thirty Thousand Pesos (P30,000.00)

All qualified Nominees will receive a Certificate of Recognition from NOPSSCEA.

For questions and clarifications regarding this NOPSSCEA Excellence Award, please call the undersigned at telephone numbers 495 6390, 0922 8063610, or Dr. Ervie Emelda Gallespen, Chair of the Committee on Education, at telephone numbers 705 0000, local 3635, 0922 8063619, or Miss Grace Porter at telephone numbers 446 3267, 0922 8063654. Attached are the guidelines, criteria and other forms for the NOPSSCEA Alumni Excellence Award

Very truly yours,

ROSARIO J. DE GUZMAN, Ed.D.
President

Encl.:
As stated

GENERAL GUIDELINES AND CRITERIA FOR THE NOPSSCEA ALUMNI EXCELLENCE AWARD

The Nominee:

1. must have earned his elementary and/or secondary and/or tertiary level/s education from any NOPSSCEA member-school;
2. must have exhibited or manifested exemplary core values of a NOPSSCEAn such as:
 - a. professionalism and trust-worthiness, respectfulness
 - b. teamwork
 - c. flexibility and good governance
 - d. pro-activeness and innovation
 - e. equity and access;
3. is currently employed or connected with a reputable company/organization or manages his own business. If retired, he must have been employed or connected with a reputable company/organization or managed his own business;
4. must have made a significant contribution to the community;
5. must have received other citations or awards from any recognized body/organization;
6. must be nominated by the School Head where he obtained his NOPSSCEA education;
7. must have at least three (3) character references who are persons well-known/respected in the community or who are persons in authority; and
8. may be nominated by one (1), or jointly by all the schools where he obtained his elementary and/or secondary and/or tertiary education.

A school may nominate as many deserving alumni in any of, or all of the three areas:

- a.) Education
- b.) Culture and Arts
- c.) Sports

The NOPSSCEA Board of Trustees has the right to determine the number of awardee/s per area.

The decision of the Board of Judges is final.

**CRITERIA FOR THE NOPSSCEA ALUMNI EXCELLENCE AWARD
IN EDUCATION**

| | | |
|--|---|------------------------|
| 1. Extent of Excellence | | 20 pts |
| | Regional (maximum of 5 pts: 1 pt per citation) | |
| | National (maximum of 15 pts: 5 pts per citation) | |
| | International (maximum of 20 pts) | |
| 2. Extent of Participation in NOPSSCEA activities | | 15 pts |
| | Participant (maximum of 5 pts) | |
| | Winner for Interschool competition (maximum of 10 pts) | |
| | NOPSSCEA representative to any of the following level competitions: | |
| | Provincial, Regional, National (maximum of 15 pts) | |
| 3. Extent of Contribution to the Community | | 25 pts |
| | Local = 10 pts (2 pts per activity) | |
| | Regional = 15pts (3 pts per activity) | |
| | National = 20 pts (5 pts per activity) | |
| | International = 25 pts (25 pts per activity) | |
| 4. Extent of Professional Achievement | | 40 pts |
| 4. 1 Education | | |
| 4.1.a Educational Qualification | = | 10 pts |
| Doctoral Degree | = 10pts | |
| Master's Degree | = 7pts | |
| Bachelor's Degree | = 3pts | |
| 4.1.b Publication/Research (<i>for past 5 yrs</i>) | = | 10 pts |
| Publication | = 5pts | |
| Research | = 5pts | |
| 4.1.c Position | = | 10 pts |
| President/Board/Administrator | = 10 pts | |
| Middle Manager/Dean | = 7 pts | |
| Coordinator/Department Head | = 5 pts | |
| Teacher | = 3 pts | |
| 4.1.d Consultancy | = | 5pts |
| International | = 5pts | |
| National | = 3 pts | |
| Regional | = 2pts | |
| Local | = 1pt | |
| 4.1.e Seminars Conducted | = | 5pts |
| (<i>Resource speaker in line with field</i>) | | |
| | | Total – 100 pts |

NOPSSCEA ALUMNI EXCELLENCE AWARD IN CULTURE AND ARTS

This is given to NOPSSCEAn alumni who have made significant contributions to the development of Philippine arts; namely, Music, Dance, Theater, Visual Arts, Literature and Film and Broadcast Arts. All general criteria apply.

The Award aims to recognize:

1. NOPSSCEAN artists who have made significant contributions to the cultural heritage of the country;
2. NOPSSCEAN artists with artistic accomplishment at highest level and who have promoted creative expression as significant to the development of a national/regional cultural identity;
3. NOPSSCEAN artists who have dedicated their lives to their works to forge new paths and directions for future generations of Filipino artists.

Candidates may be nominated under one or more of the following categories:

1. Dance – choreography, direction and/or performance; dance sport
2. Music – composition, direction, and/or performance;
3. Theater – direction, performance and/or production design;
4. Visual Arts – painting, sculpture, printmaking, photography, installation art, mixed media works, illustration, graphic arts, performance art and/or imaging;
5. Literature – poetry, fiction, essay, playwriting, journalism and/or literary criticism;
6. Film and Broadcast Arts – direction, writing, production design, cinematography, editing, camera work, and/or performance;

CRITERIA:

- | | |
|--|---------------------|
| 1. NOPSSCEAn Artists who through the content and form of their works have contributed in building a Filipino sense of nationhood | 20 pts |
| 2. NOPSSCEAn Artists who have pioneered in a mode of creative expression or style, thus, earning distinction and making an impact on succeeding generations of artists | 25 pts |
| 3. NOPSSCEAn Artists who have created a substantial and significant body of works and/or consistently displayed excellence in the practice of their art form thus enriching artistic expression or style | 25 pts |
| 4. NOPSSCEAn Artists who enjoy broad acceptance through: | |
| - prestigious national and/or international recognitions | 15 pts |
| - critical acclaim and/or reviews of their works | 10 pts |
| - respect and esteem from peers (articles, commendations) | <u>5 pts</u> |

Total 100 pts

**CRITERIA FOR THE NOPSSCEA ALUMNI EXCELLENCE AWARD
IN THE FIELD OF SPORTS**

1. Eligible to receive the award shall be active or former athletes or coaches who
 - 1.1 have completed study at the elementary, high school and/or collegiate level/s from a NOPSSCEA member-school, and
 - 1.2 whose accomplishments demonstrate progressive or consistent excellence, reflect favorably on their persons, schools and their community at large, and bespeak of NOPSSCEA's positive influence on their personal and sporting lives.

2. For purposes of these awards, SPORTS shall mean organized athletic competitions that recognize the authority, and play in competitions held under the auspices of, or according to the rules and laws of, a world association or federation. Excluded are eating sports, computer gaming, gaming involving the live fighting or animals, non-federation combat sports and self-admitted sports-entertainment contests like professional wrestling. Additionally, Dance Sport is classified under Culture and Arts.

3. Awards shall be given in the ATHLETE or COACH category to athletes and coaches who have excelled in single or multiple sports.

Criteria:

1. Record of Competition:

Points shall be assigned for successful participation (top three finish in events with four entrants or more, winner in dual meets or events for three team/entrants) in competitions at the varying levels. These shall be supported by detailed documentation (i.e. medals, trophies or certificates, copies of official results, newspaper clippings, TV or personal video clips, links to on-line archives or sports federation websites, testimonies and certifications.)

70 percent

2. Rating by a Panel of 3 Experts:

- a. Impact of nominee's accomplishments on the growth and development of sports at the school, regional, national or international levels
- b. Nominee's active contributions to the growth and development of the sports, based on statements or testimonies provided by the nominating school
- c. Nominee's dedication and commitment to the sports, based on statements or testimonies provided by the nominating school

30 percent

Total 100 percent

Table of Points for Sports

| For Athletes Competition Level | Points | Team Sport | | | | Points | Individual Sport | | |
|--|--------|------------|------------------------------|--------------------|-------------------------------|--------|------------------|------------------------------|-------------|
| | | Won | Medalled (min. 4 entries) | *Helped Set Record | *MVP/Mythical selection/Other | | Won | Medalled (min. 4 entries) | *Set Record |
| NOPSSCEA | | .5 | .25 | +.5 | +.25 | | 1 | .5 | +1 |
| Provincial Meet | | .75 | .5 | +.75 | +.5 | | 1.25 | 1 | +1.25 |
| Regional Meet | | 1 | .75 | +1 | +.75 | | 1.5 | 1.25 | +1.5 |
| Palarno/National age group, club or invitational | | 1.5 | 1 | +1.25 | +1 | | 1.75 | 1.5 | +1.75 |
| National Open/Senior | | 1.75 | 1.25 | +1.25 | +2 | | 2 | 1.5 | +1.5 |
| SEA Games or equivalent | +4 | 15 | 10 | +3 | +3 | +4 | 25 | 20 | +5 |
| Asian Games or equivalent | +8 | 25 | 20 | +7 | +7 | +8 | 35 | 30 | +10 |
| Olympics, World Championships, World Cup or equivalent | +10 | 40 | 30 | +15 | +15 | +10 | 50 | 40 | +20 |

The athlete who participated as a walk-in entry in Sea Games or higher is not entitled to additional points in column 1.

The athlete may be credited points either under the columns “Won” or “Medalled”

“Helped Set Record” and “MVP/Mythical selection/Other” are Bonus Points

| For Coaches Competition Level | Points | Head Coach/Lone Coach | | Points | Asst. Coach/Trainer | |
|--|--------|-----------------------|-----------------------|--------|---------------------|-----------------------|
| | | Team/Athlete Won | Team/Athlete Medalled | | Team/Athlete Won | Team/Athlete Medalled |
| NOPSSCEA | | 1 | .5 | | .5 | .25 |
| Provincial Meet | | 1.25 | 1 | | .75 | .5 |
| Regional Meet | | 1.5 | 1.25 | | 1 | .75 |
| Palarno/National age group, club or invitational | | 1.75 | 1.5 | | 1.5 | 1 |
| National Open/Senior | | 2 | 1.5 | | 1.75 | 1.25 |
| SEA Games or equivalent | +4 | 25 | 20 | +4 | 15 | 10 |
| Asian Games or equivalent | +8 | 35 | 30 | +8 | 25 | 20 |
| Olympics, World Championships, World Cup or equivalent | +10 | 50 | 40 | +10 | 40 | 30 |

The Coach may be credited points either under the columns “Won” or “Medalled”

**NOPSSCEA ALUMNI EXCELLENCE AWARD
NOMINATION FORM**

THE NOPSSCEA BOARD OF TRUSTEES

NOPSSCEA Office
Panaad Park, Mansilingan, Bacolod City

Dear Sirs/Mesdames:

After reviewing the guidelines and criteria for the NOPSSCEA ALUMNI EXCELLENCE AWARD for Education, Culture and Arts and Sports, I hereby nominate:

Name of Nominee: _____
Title Given Name Middle Name Surname

Category: _____
(specify whether Education, Culture and Arts, Sports)

I hereby certify that, to the best of my knowledge that the information contained in this Nomination Form and the accompanying supporting documents are true and correct.

Attached is a one-page summary why I believe that my Nominee should be chosen as the recipient of the NOPSSCEA Alumni Excellence Award in the _____ category.

The nominee and the undersigned understand that the decision of the Board of Judges is final and that we agree to abide by it.

Nominating School: _____

Address of the School: _____

Name of School Head and Nominator: _____

Position in the School _____

Signature of School Head and Nominator: _____

Date Signed: _____

**NOPSSCEA ALUMNI EXCELLENCE AWARD IN EDUCATION
NOMINEE'S ACHIEVEMENT PROFILE**

I. Academic Honors and Awards

| Date | Nature of Honor/Award | Given By |
|-------------|------------------------------|-----------------|
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II. Participation in NOPSSCEA Activities

| Date | Type of Activities, Awards Garnered | Participation/Role |
|-------------|--|---------------------------|
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III. Extent of Contribution to the Community

| Date | Name of Project, Location , Beneficiaries | Participation/Role |
|-------------|--|---------------------------|
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IV. Extent of Professional Achievement on Education

| Date | Name of Program, Project, Activity | Participation/Role |
|-------------|---|---------------------------|
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V. Extent of Professional Achievement on Research

| Date | Title of Research/Scope | Participation/Result |
|------|-------------------------|----------------------|
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VI. Consultancy

| Date | Name of Project/, Funding Agency, Scope | Participation/Result |
|------|---|----------------------|
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VII. Seminars Conducted

| Date | Title of Seminar, Conducting Agency | Role |
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VIII. Personal Skills / Values

(Please cite specific dates, incidents/activities wherein the nominee has exhibited towards others, sincere determination to help and firm moral convictions.)

Submitted by: _____

Signature above Printed Name

Position in School: _____ Date Submitted: _____

Note: You may use additional sheets.

**NOPSSCEA ALUMNI EXCELLENCE AWARD IN CULTURE AND ARTS
NOMINEE'S ACHIEVEMENT PROFILE**

I. Participation in NOPSSCEA Activities

| Date | Type of Activities, Awards Garnered | Participation/Role |
|-------------|--|---------------------------|
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II. Extent of Contribution to the Community

| Date | Name of Project, Location , Beneficiaries | Participation/Role |
|-------------|--|---------------------------|
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III. Extent of Involvement in Culture and Arts

| Date | Event and Place | Description of Participation |
|-------------|------------------------|-------------------------------------|
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IV. Related Awards & Citations Received

| Date | Project/Award | Given By |
|-------------|----------------------|-----------------|
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V. Personal Skills / Values

(Please cite specific dates, incidents/activities wherein the nominee has exhibited towards others, sincere determination to help and firm moral convictions.)

Note: Use additional sheets if necessary.

**NOPSSCEA ALUMNI EXCELLENCE AWARD IN SPORTS
NOMINEE'S ACHIEVEMENT PROFILE**

I. Participation in NOPSSCEA Activities

| Date | Events, Awards Garnered | Participation/Role |
|-------------|--------------------------------|---------------------------|
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II. Extent of Contribution to the Community

| Date | Name of Project, Location , Beneficiaries | Participation/Role |
|-------------|--|---------------------------|
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III. Extent of Involvement in Sports

| Date | Event/Place | Description of Participation |
|-------------|--------------------|-------------------------------------|
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IV. Related Awards & Citations Received

| Date | Project Award | Given By |
|-------------|----------------------|-----------------|
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V. Personal Skills / Values

(Please cite specific dates, incidents/activities wherein the nominee has exhibited towards others, sincere determination to help and firm moral convictions.)

Note: Use additional sheets if necessary.

**NOPSSCEA ALUMNI EXCELLENCE AWARD
CHARACTER REFERENCES**
(The three referees should not be related to the nominee.)

THE NOPSSCEA BOARD OF TRUSTEES

NOPSSCEA Building, Panaad Park
Mansilingan, Bacolod City

I hereby certify that I have personally known _____
_____, nominee for _____ category
from _____

(how long have you known the nominee)

He/She is a person of excellent moral character with no pending
administrative./civil/criminal case or criminal conviction.

(Mention outstanding personal/professional characteristics and attributes of the nominee
that you know of) _____

Name: _____

Profession /Occupation: _____

School / Company / Office: _____

Office Address: _____

Position Held: _____

Contact No. _____ Website/Email Address: _____

Home Address: _____

Contact No. _____ Email Address: _____

Signature: _____

Date Signed: _____