

**MSIRC Form No. 003**

**v.02-2024**



**MSIRC Form No. 003**

**v.02-2024**



**APPLICATION FOR INTERNATIONAL PRESENTATION CASH INCENTIVE**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name:** |  | | | | | | | | | | | |
| **College/Unit:** | | |  | | | | | | **Department:** | |  | | |
| **Presentation Title:** | | | | |  | | | | | | |
|  | | | | |  | | | | | | |
| **at:** | | | |  | | | | | | | | | |
| **on:** | |  | | | |  | **Conference Organizer:** |  | |

|  |  |  |
| --- | --- | --- |
| **Step 1. Department (1st Endorsement)** | Checklist | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Department Chairperson | * Request Letter from the author * 2 copies of the presentation article * Copy of **BOR Res. No. 272, s. 2019** * Consent/Waiver for 2 or more authors | |
| **Step 2. College/Unit (2nd Endorsement)** | Checklist | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Research Coordinator  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Dean | * On active duty at the time of request * Certificate of presentation (Spotlight & International Conference) * S.O (Special Order) * 4 copies of ORS and DV | |
| **Step 3. Mamitua Saber Research Center (Indexing Database)** | | |
| * Research Date Started \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Date Ended \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Funding Institution \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | * Amount of Fund \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Email Add \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Contact Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
|  |  |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Special Assistant | *Recommendation:*   * Eligible for Incentive *Amount: \_\_\_\_\_\_\_\_\_\_\_\_* * Not Eligible | |
| **Step 4. Endorsement to OVCRED**  **MAHID M. MANGONTARUM, EdD**  Director of Research | | |

**APPLICATION FOR INTERNATIONAL PRESENTATION CASH INCENTIVE**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name:** |  | | | | | | | | | | | |
| **College/Unit:** | | |  | | | | | | **Department:** | |  | | |
| **Presentation Title:** | | | | |  | | | | | | |
|  | | | | |  | | | | | | |
| **at:** | | | |  | | | | | | | | | |
| **on:** | |  | | | |  | **Conference Organizer:** |  | |

|  |  |  |
| --- | --- | --- |
| **Step 1. Department (1st Endorsement)** | Checklist | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Department Chairperson | * Request Letter from the author * 2 copies of the presentation article * Copy of **BOR Res. No. 272, s. 2019** * Consent/Waiver for 2 or more authors | |
| **Step 2. College/Unit (2nd Endorsement)** | Checklist | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Research Coordinator  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Dean | * On active duty at the time of request * Certificate of presentation (Spotlight & International Conference) * S.O (Special Order) * 4 copies of ORS and DV | |
| **Step 3. Mamitua Saber Research Center (Indexing Database)** | | |
| * Research Date Started \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Date Ended \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Funding Institution \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | * Amount of Fund \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Email Add \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Contact Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
|  |  |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Special Assistant | *Recommendation:*   * Eligible for Incentive *Amount: \_\_\_\_\_\_\_\_\_\_\_\_* * Not Eligible | |
| **Step 4. Endorsement to OVCRED**  **MAHID M. MANGONTARUM, EdD**  Director of Research | | |