



Republic of the Philippines  
**Cagayan State University**  
Carifan Sur, Tuguegarao City 3500, Cagayan

**OFFICE OF THE VICE-PRESIDENT FOR PARTNERSHIP AND RESOURCE MOBILIZATION**

May 9, 2018

**DR. LETICIA A. DURLAO**  
University Director  
Planning and Quality Assurance  
This University

Madam:

Greetings!

For the upcoming 40<sup>th</sup> founding anniversary celebration of our university on June 10-11, 2018 with the theme "Dayaw Na CSU 2018". One of the highlights of the said celebration is the Search for the Distinguished Alumni Awards 2018. It is to recognize the alumni who have made outstanding professional achievements and significant contributions to community service.

May we request your office to cause the posting of the criteria to our Alumni on our University Webpage for the said purpose?

Attached is the criteria for the Search for the Distinguished Alumni Awards 2018.

Thank you very much for your favorable action in this matter.

God bless!

Respectfully yours,

**MARY JOY A. BORJA, DPA**  
Director for Alumni Relations & Placement Services

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**PROF. JOSIE Y. BAS-ONG**  
OIC, Office of the Vice-President for Partnership and Resource Mobilization



OFFICE OF THE VICE-PRESIDENT FOR PARTNERSHIP AND RESOURCE MOBILIZATION

**“Dayaw Na CSU 2018”**

Distinguished Alumni Award

**GUIDELINES**

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***Purpose***

The purpose of the Distinguished Alumni Awards is to recognize the alumni of the University who have made outstanding professional achievements and significant contributions to community service. It is aimed to honor former students of CSU, and commemorate their achievements and accomplishments. It, too, intends to step up the pride and respect of all graduates, students, faculty members, staff and school officials for the University.

***Eligible Nominees***

To be eligible for the Distinguished Alumnus Award, nominees must:

1. Be a graduate of any regular course of study in all levels—high school, college and graduate school -- offered in the eight campuses of the University;
2. Not be a recipient of a previous Distinguished Alumnus Award; and
3. Agree to attend the Founding Anniversary Celebration of CSU and Commencement Exercises 2018 of the Campus where he was nominated.



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***Criteria***

To be selected as a recipient of the Distinguished Alumnus Award, the nominee must:

1. Have made an outstanding contribution to his or her chosen field of specialization or discipline under any of the following domains/categories:
  - a. Health & Science;
  - b. Education and Academe;
  - c. Arts, Culture and Sports;
  - d. Law, Politics & Governance;
  - e. Engineering, Architecture & Teehnology;
  - f. Business, Entrepreneurship and Economics; and
  - g. Fisheries and Agriculture
2. Have given an exemplary service to the community;
3. Have demonstrated his or her continuing interest in Cagayan State University by sharing time, talent or money to one or more programs to benefit students and faculty members;
4. Be a person of integrity and stature that all faculty members and students of the University will take pride in and be inspired by his or her recognition; and
5. Not have been convicted of any crime or found guilty of any offense effecting dismissal from office.



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***Method of Selection and Announcement***

The following will be used to select the recipients of the Distinguished Alumni Award.

1. For the 2018 anniversary celebration of CSU, nominations are open to all campuses in the given categories or domains. From the nominees of each category/ domain, three (3) will be selected as finalists; one of whom will be chosen as the awardee or one who will receive the Distinguished Alumni Award. The awardee/s will then be presented also during the Commencement Exercises in their respective campuses.

Nominations should include pertinent documents as proofs or evidences of his/ her exemplary services to the category/ domain to which he/ she is nominated. Nomination forms will be provided to all campuses either directly or through social media accounts (CSU Website or Facebook Page of CSU Alumni relations & Placement Office).

2. The campus, through the Office of the Campus Executive Officer, will submit their **nominations on or before May 15, 2018**, to the Selection Committee through ARPS office, who will later select from the nominations the winner or the recipient of the award. This committee is constituted by the Vice-President for Partnership and Resource Mobilization as Chairman, the University Director for Instruction, University Director for Research, University Director for Extension, University Director for Alumni, Alumni Association President, one senior Faculty member and one Student leader, as members,
3. The names of the three (3) finalists and the winners/ awardees from the given categories should be transmitted to Vice-Presidents Fr. Ranhilio C. Aquino, Dr. Mariden V. Cauilan, and Engr. Junel B. Guzman for validation purposes including the accompanying papers on or before **May 19, 2018**.
5. President Urdujah A. Tejada will confirm the names of the recipients on **May 21, 2018** upon the official endorsement of the four Vice-Presidents.
6. The recipient's name shall be made confidential until the awarding rites.



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7. To be notified through the CEOs, the honorees, during the awarding ceremony, will receive from the administration a plaque of recognition for the awardees and certificates of recognition for the finalists.

Prepared by:

**MARY JOY A. BORJA, DPA**

University Director, Alumni Relations & Placement Services

Recommending Approval:

**JOSIE Y. BAS-ONG**

OIC, Vice-President for Partnership and Resource Mobilization

Reviewed by:

**FR. RANHILIO C. AQUINO, SJD**

Vice-President for Administration and Finance

Approved by:

**URDUJAH A. TEJADA, PH. D., CESO II**

University President