

[**ADMINISTRATIVE ORDER NO. 66, May 11, 1938**
]

**PROMULGATING RULES AND REGULATIONS GOVERNING THE
APPOINTMENT OF GOVERNMENT PENSIONADOS**

The selection of government employees as well as private individuals to be government pensionados shall be governed by the following rules and regulations:

I. GENERAL QUALIFICATIONS

1. *Qualifications.*—Each applicant must be of good moral character and of sound health; and must be a person of experience who has proven himself able and efficient in his profession or occupation, either in private practice or in the Government service, as substantiated by available records.

2. *Scholarships for government employees.*—Government officials and employees, who, by reason of their long training and experience in office and their proven ability and efficiency, are peculiarly fitted to undertake special studies or to acquire practical training in such particular lines of work as may be useful to the Government service, may be granted scholarships although not possessing the educational qualifications required in paragraph 3 hereof.

II. ACADEMIC PREPARATION

3. *Educational qualifications.*—Except in meritorious cases to be determined by the President, each applicant must have been graduated with a baccalaureate degree, following the successful completion of a four-year course of study, in the University of the Philippines or in any other college or university recognized by the Government; and must have majored in the subject of the scholarship for which he is applying. Applicants planning to specialize in medicine must be graduates of a college of medicine recognized by the Government and have been duly admitted to the practice of medicine. Applicants planning to specialize in law must be graduates of a college of law recognized by the Government and must have been duly admitted to the practice of law. Applicants who plan to specialize in music must be holders of diplomas or degrees in music conferred by institutions recognized by the Government. Applicants who plan to specialize in education must have completed at least four years of college study, including 18 units in education; provided, however, that applicants for such special courses as the Director of Education may recommend subject to the approval of the Secretary of Public Instruction, may be admitted to the competitive examination even if their academic preparation is lower than the prescribed four years of college work.

III. SELECTION OF PENSIONADOS

4. *Competitive examinations.*—The selection of pensionados to study in the United

States or in foreign countries shall be based on competitive examinations to be conducted by the Bureau of Civil Service under the direction of the Office of the President. Where it is obviously of greater advantage to the Government to grant scholarships to applicants who are already in the United States or in foreign countries than to conduct competitive examinations, such exceptionally deserving students in highly specialized fields as are already abroad and who are recommended by the officers or professors of the institutions in which they are studying may be appointed pensionados without the necessity of taking competitive examinations.

5. *Course to be pursued.*—Pensionados shall be sent abroad only for the purpose of specializing in studies that cannot be pursued to advantage in the Philippines. In no case shall applicants desiring to take undergraduate courses in law, medicine, engineering, dentistry, chemistry, pharmacy, or any other course except English, which may be studied in the Philippines, be appointed.

6. *Data required.*—Each applicant should furnish the Office of the President with the following data:

a. Date and place of birth

b. Education and vocational training and qualifications, including the corresponding degree or degrees received, if any, and the name of the college or university granting the degree;

c. Profession or occupation; positions occupied; nature of work and length of service in each; and other pertinent data that may serve to show his experience, efficiency, and ability;

d. Course applicant desires to pursue; number of years required for its completion; the name of the college or university in which the candidate, if selected, plans to study;

e. A statement as to whether the applicant with members of his family dependent upon him for support can, during the period of the scholarship, be adequately maintained by the allowance provided plus whatever income he may have.

7. *Financial standing.*—Other things being equal, preference shall be given to applicants who are least financially well-off. In order to have some way of determining the financial status of an applicant, a certified statement from the municipal treasurer of the municipality in which the applicant resides as to his financial standing must accompany the application, or in the absence thereof, a statement of two reputable citizens of the community regarding his financial standing may be submitted.

IV. TERMS AND CONDITIONS

8. *Duration of scholarships.*—Unless revoked before the time of expiration, scholarships shall be granted for a period of one year, subject to extension upon satisfactory reports as to standing, conduct, and quality of work of the pensionado from the authorities of the institutions attended by the student and subject to the requirements of paragraph 29 of this Administrative Order, provided funds are

available. A pensionado whose term of scholarship has expired may request an extension at his own expense for a period not to exceed one year.

9. *Institutions to be attended.*—The colleges and universities which pensionados are to attend will be decided upon before the pensionados leave Manila and no transfers will be permitted except upon approval by the President of the Philippines or his authorized representative.

10. *Degrees.*—The securing of a degree is of secondary importance. If specialization in a certain field will lead to a degree, study for the same will be advisable; otherwise it should not be attempted. This will permit pensionados to select courses under outstanding professors and of desired content rather than to meet such cultural requirements as French and German or to devote much time to the preparation of a thesis which would be in most cases quiet remote from Philippine needs since Philippine material for a thesis is seldom at hand.

11. *Employment in the Government after scholarship.*—Pensionados shall render two years' service to the Government of the Commonwealth of the Philippines for each year of scholarship enjoyed. In the case of pensionados who were not in the Government service at the time of appointment, it should be understood that upon their return to the Philippines the Government is not obligated, under the terms of their scholarship agreement, to furnish them positions in the Government. While no efforts will be spared to obtain employment for them in the Government, their employment will depend entirely upon existing vacancies and available funds. Should a pensionado decide not to serve the Government when his services are needed, he shall reimburse the Government in an amount equivalent to the total expenditures for his scholarship. Pensionados when employed upon their return to the Philippines either in the Government or in private firms shall refund to the Government an amount not less than 25 percent of the total expenditures for their scholarships. This amount shall be automatically deducted from their monthly salaries at the rate of 10 per cent of the salary received until the full amount is refunded.

12. *Contract period.*—The term of scholarship of a pensionado shall begin on the day he leaves Manila and shall be effective until the date of his arrival at Manila, unless otherwise specifically provided in the agreement. Scholarships of pensionados appointed while in the United States or in a foreign country will take effect on the day they enter their duties after their contracts are signed.

13. *Physical examination.*—Pensionados selected for scholarship shall be required to undergo a rigid physical and medical examination by a government physician and those possessing such symptoms as might affect their health abroad and thus impair their usefulness as students shall be rejected. One such physical and medical examination shall be made prior to taking the competitive examination and a second examination just after qualifying, the latter to be made by a different government physician from the one that made the first examination.

14. *Initial allowance.*—Pensionados before leaving for the United States and foreign countries shall be given an allowance of P140.00 for port and steamer expenses. They shall also be given a preliminary clothing allowance of P150 and an order for a trunk and a suit case.