



Republic of the Philippines

Department of Education

REGION IV- A CALABARZON

CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

Advisory No. 183, s. 2026

August 14, 2026

In compliance with DepEd Order (DO) No. 8, s. 2013
this advisory is issued not for endorsement per DO 28, s. 2001
but only for the information of DepEd officials,
personnel/staff, as well as the concerned public.
(Visit www.deped.gov.ph)

VICENTE AND VICTORIA TANTUCO FAMILY FOUNDATION, INC. SCHOLARSHIP PROGRAM

The **Vicente & Victoria Tantuco Family Foundation, Inc. (VVTFFI)** is searching for bright but underprivileged current/incoming high school students from the Division of Tayabas City.

Interested applicants may submit their requirements until **August 31, 2026**. Applicants may send their application via e-mail, facsimile, or courier.

Attached is a copy of the communication from the VVTFFI regarding the Scholarship Guidelines and Policy for the information and guidance of all interested applicants.

Immediate and widest dissemination of this Advisory is desired.



DepEd Tayabas City <tayabas.city@deped.gov.ph>

Call for Applications: Vicente & Victoria Tantuco Family Foundation Inc (VVTFFI) Scholarship Grant Program (SY 2026-2027)

1 message

admin@tantucofoundation.org <admin@tantucofoundation.org>
To: tayabas.city@deped.gov.ph

Fri, Aug 7, 2026 at 5:09 PM

Greetings from Vicente & Victoria Tantuco Family Foundation Inc.!

We are pleased to advise that our Foundation is currently searching for bright but underprivileged incoming high school, and incoming college students from the Division of Tayabas, whom we will be able to support through their secondary and/or tertiary education, for the School Year 2026-2027. Yearly, we aim to support five (5) new high school scholars and five (5) new college scholars from our area of operations, which includes Region IV-A. We hope to be able to sponsor and help send them to school.

We would be grateful if you could assist us in disseminating information regarding our scholarship program, selection, and endorsing of pre-qualified students, as well as assisting the students with their application requirements if necessary. The application form, as well as our contact details can be found on the website, www.tantucofoundation.org. Applicants may send their application via e-mail, facsimile, or courier.

After we receive their application, we will inform the applicant of any additional requirements and whether they will be qualified to receive the scholarship. The deadline for the submission of applications shall be on August 31, 2026.

We have attached to this letter our Scholarship Guidelines & Policy for your perusal.

If you would like to know more about the Vicente & Victoria Tantuco Family Foundation, please feel free to browse through our website. Do send us a note through the Contact Us section of the website or send us an email if you have any other inquiries.

Thank you, and we look forward to your support!

Best regards,

Cendyrella Manuel
Administrative Assistant/Program Coordinator

2 attachments

VVTFFI SCHOLARSHIP PROGRAM_Letter to Division of Tayabas_2026-2027.pdf
582K

VVTFFI_Scholarship Policy & Guidelines.pdf
371K

VICENTE & VICTORIA TANTUCO FAMILY FOUNDATION INC.

663 J.P. Rizal St., Namayan, Mandaluyong City Tel No. 8531-9071 Fax No.
8532-1722 Mobile No. 09664451575
website: www.tantucofoundation.org

July 24, 2026

CELEDONIO B. BALDERAS, JR.

Schools Division Superintendent Department of Education

Division of Tayabas

Tayabas City, Quezon

Dear Sir Balderas,

We hope this email finds you well.

The Vicente & Victoria Tantuco Family Foundation, Inc. (VVTFI) was registered with the Securities and Exchange Commission (SEC) on March 4, 2010 as a non-stock, non-profit corporation. It was initially formed with the goal of promoting education through its scholarship programs, by extending financial assistance to bright but underprivileged students. VVTFI is BIR registered as a Donee Institution; PCNC accredited; DSWD Auxiliary Resource Agency registered; and BIR Certified Tax Exempted.

We are pleased to advise that the Vicente & Victoria Tantuco Family Foundation Inc. is at present searching for bright but underprivileged current/ incoming high school, and incoming college students from the Division of Tayabas, whom we will be able to support through their secondary and/or tertiary education, for the School Year 2026-2027. Yearly, we aim to support five (5) new high school scholars and five (5) new college scholars from our area of operations, which includes Region IV-A. We hope to be able to sponsor and help send them to school.

We would be grateful if you could assist us in disseminating information regarding our scholarship program, selection, and endorsing of pre-qualified students, as well as assisting the students with their application requirements if necessary. The application form, as well as our contact details can be found on the website, www.tantucofoundation.org. Applicants may send their application via e-mail, facsimile, or courier.

After we receive their application, we will inform the applicant of any additional requirements and whether they will be qualified to receive the scholarship. The deadline for the submission of applications shall be on August 29, 2026.

We have attached to this letter our Scholarship Guidelines & Policy for your perusal.

If you would like to know more about the Vicente & Victoria Tantuco Family Foundation, please feel free to browse through our website. Do send us a note through the Contact Us section of the website if you have any other inquiries.

Thank you, and we look forward to your support!

Best regards,


Edison G. Tantuco
Vice-President

VICENTE & VICTORIA TANTUCO FAMILY FOUNDATION INC.

PROGRAM POLICY & PROCEDURES – SCHOLARSHIPS

Scholarship Qualifications for College and other considerations:

1. Graduated as Academic Excellence Awardee or at least belongs to the top 10 of the batch provided the general weighted average should be at least 90% in the school year prior to the year of the application.
2. Applicants must be currently enrolled in public school or in the case of the applicants for college scholarship, must have graduated from public high school.
3. Open to students whose families earn a combined income of less than Php240,000.00 per year, as evidenced by the latest Income Tax Return (ITR) coming from the Bureau of Internal Revenue (BIR), or a certification of tax exemption from the local BIR Offices or Meralco bills for the past three (3) months.
4. Each qualified family shall only be allowed one dependent at a time to participate in the program.
5. Not a graduate of any degree program.
6. Priority applicants were coming from VVTFF Area Coverage of Operation: Region IV-A & NCR.
7. Submission of applications should be at least two (2) months prior to the start of the semester.
8. VVTFF targets to support five (5) new college scholars.

Scholarship Qualifications for High School and other considerations:

1. Graduated as Academic Excellence Awardee or at least belongs to the top 10 of the batch provided the general weighted average should be at least 90% in the school year prior to the year of the application.
2. Applicants must be currently enrolled in public school.
3. Open to students whose families earn a combined income of less than Php240,000.00 per year, as evidenced by the latest Income Tax Return (ITR) coming from the Bureau of Internal Revenue (BIR), or a certification of tax exemption from the local BIR Offices or Meralco bills for the past three (3) months.
4. Each qualified family shall only be allowed one dependent at a time to participate in the program.
6. Priority applicants were coming from VVTFF Area Coverage of Operation: Region IV-A, & NCR.
7. Submission of applications should be at least two (2) months prior to the start of the school year.
8. VVTFF targets to support five (5) new high school scholars.
9. Partner institution: Department of Education, Division of Tayabas

Checklist of Requirements

1. Application Form
2. 2 x 2 picture
3. Authenticated Birth Certificate
4. Clear copy of old Identification Card (back to back)
5. Original copy of new student Identification Card (if applicable)
6. Original copy of Transcript of Records (from the last school attended) or Original Certification of Grades with General Weighted Average (for last semester attended)
7. Photocopy of Certificates of Recognitions
8. Documentary evidence of achievements, activities, or organizational involvements
9. Original copy of Certificate of Good Moral Character from the school
10. Original copy of Certificate of Assessment of School Fees
11. Official Receipts/proofs of payment of tuition, enrolment and other related fees & expenses
12. Certificate of Matriculation/School Registration
13. Evidence of Scholarship received from the school or from any other institutions/agencies
14. Official Receipts for rental – boarding house/dormitory, etc.
15. Copy of Parents'/Guardian's Income Tax Return or Original copy of Affidavit of Non-filing of ITR
16. Family picture taken inside the applicant's residence
17. Sketch of Residence
18. Details of Bank Account with clear copy of ATM/Passbook (*should be account with BPI*)

Procedures

1. Accepting of applications via courier/walk-in/email
 - Confirmation of received applications
2. Reviewing of documents/Initial Screening
 - a. Checking if qualified
 - b. Sending an initial screening result notice stating that in order to further evaluate the application, the applicant should submit the necessary supporting/follow up documents
3. Information Verification
 - a. Verification of information via phone interview with the applicant or with the parent/guardian if necessary:
 - Knowing more about the family background of the applicant (i.e. how many of his/her siblings are already working, if their older siblings are supporting them financially, if their siblings have already their own family, if the applicant is still living with his/her parents or has other guardian or other supporter/s, if their house is owned by them, if they have a water and electricity supply, etc.). With this, the applicant's combined family income is further evaluated.
 - Knowing more about the applicant's previous educational background, personal interests, dreams, other scholarship/s they may have and reasons why they are applying.
 - b. Verification of information with the school/other institution
 - confirmation of the applicant's enrollment, class rank, other scholarship/s
4. Sending of Screening Result Notice
 - a. Applicants are advised if they are still qualified to continue their application based on the information provided during the phone interview.
 - b. Qualified applicants are advised to submit additional documents if ever supporting documents/evidence are necessary to continue their application.
5. Draft of Endorsement (Applications for Approval)
6. Sending of Final Scholarship Application Result Notice

Privileges for High School Scholars

1. Regardless of his/her actual school expenses incurred or will be incurred, scholars who study in public schools will be receiving an all-in amount of P2,000.00 while the scholars in private schools will be receiving an all-in amount of P5,000.00
2. The scholarship grant will be released through bank deposit once every school year.

Privileges for College Scholars

1. The program shall be cover payments for both tuition fees and miscellaneous fees, as well as provide for textbook, transportation/accommodation, and meal allowances and shall be paid directly to the scholar. The educational subsidy shall be for four (4) years or for the duration of his/her college years, as long as s/he complies with the eligibility criteria.
2. Assistance for tuition fees will depend on the scholar's general weighted average the previous semester as follows:

GWA	% of tuition allowance
96 - 100	100 % + other miscellaneous fee (if applicable)
90-95	75% + other miscellaneous fee (if applicable)
85 - 89	50% + other miscellaneous fee (if applicable)

3. Any other scholarship/s that the student receives from the Foundation to cover or to assist with his/her tuition fee & other school fees, will be deducted from VVTFF grant for tuition fee & other school fees.
4. The scholarship grant shall include fixed financial assistance for the living allowances as well as the textbook and course materials allowance.
 - a. Living allowance includes expenses towards transportation/lodging and meals

Living Expense	Allowance
Transportation/Accommodation	P2, 500.00/semester or P500.00/month
Meals	P2, 000.00/semester or P400.00/month

- b. Allowance for textbook and course materials which amounts to P500.00/semester.
5. Each college scholar is entitled to a maximum grant of P20, 000.00 per semester, regardless of whether she/he attends a public or private university.
6. The scholarship grant will be released through bank deposit.

Scholarship Obligations

1. Open a bank account, under your name with the Bank of the Philippine Islands (BPI), and submit your account details together with other pertinent scholarship documentary requirements.
In case there are no BPI branches in your location please coordinate with the VVTF Admin for other alternative banks to open an account with.
2. Maintain a grade point average of not lower than 85.
3. You must submit the following reports at least four (4) weeks after the end of each semester:
 - a. Liquidation reports from the previous scholarship grant received from the Foundation
 - b. Official Receipts attached to the liquidation report
 - c. Copies of final grades with GWA signed by the School Registrar/Personnel
4. Application Period

APPLICATIONS	DEADLINES
NEW APPLICATIONS	Application Form with other documentary requirements: FEBRUARY TO AUGUST.
APPLICANTS WITH DIFF. SCHOOL TERM	School enrollment and proof of payment of school fees for the current school year: MAY TO AUGUST.
	Application Form with complete documentary requirements: One to two months before the start of the term/semester.
RENEWAL APPLICATIONS	
☐ FIRST SEMESTER	Renewal Application Form with complete documentary requirements: MAY TO JUNE.
☐ SECOND SEMESTER	Renewal Application Form with complete documentary requirements: OCTOBER TO NOVEMBER.
☐ SUMMER CLASS (if applicable)	Renewal Application Form with complete documentary requirements and the Course Syllabus: MARCH TO APRIL.
☐ SCHOLARS WITH DIFF. SCHOOL TERM	Application Form with complete documentary requirements: One to two months before the start of the term/semester.

Scholarship Renewal

1. The following documents shall be submitted to process the Scholarship Grant:
 - a. Renewal Application Form
 - b. Liquidation report with a copy of last semester's official receipts (if not yet submitted)
 - c. Original copy of Certification of Assessment of School Fees
 - d. Evidence of scholarship received from the school or from any other institutions/agencies
 - e. Official Receipts/proofs of payment of tuition, enrolment and other related fees & expenses
 - f. Clear copy of new student Identification Card (if applicable)
 - g. Certificate of Matriculation/School Registration
 - h. Official Receipts for rental – boarding house/dormitory, etc.
 - i. Certification of Grades with General Weighted Average (last semester; must be from a school record)
 - j. Copy of Parents;/Guardian's Income Tax Return or Original copy of Affidavit of Non-filing of ITR (must be submitted every year)
2. Schedule of Renewal of Scholarship Application
 - a. Scholarship for High School students is subject to renewal every academic year.
 - b. Scholarship for College students is subject to renewal every semester or twice an academic year.
3. Continuing Qualifications for Scholarship Renewal
 - a. S/he must have a general weighted average of not less than 85% in the school year prior to the year of the application.
 - b. His/her family must earn a combined total income of less than PHP240,000.00 per year, as evidenced by the latest statement of Income Tax Return (ITR) from the Bureau of Internal Revenue (BIR), or a certification of tax exemption from local BIR offices or Meralco bills for the past three (3) months.