**Form D: St Francis Xavier Exemplar Awards** (Attach supporting document to this form.)

St Francis Xavier Exemplar Awards are given to students and student organizations that have brought honor to the university by receiving awards and recognition from other institutions **(both national and international levels)** on or between **March 2016** **and February 2017.**

The awards considered for this category should reflect one’s excellence, high achievement and dedication to a particular field of endeavor – cognitive ability (e.g. debate, speaking); performing arts (e.g. theatre, music, dance); visual arts and creativity (e.g. painting, photography); sports and athletics; literary arts and journalism/ writing (e.g. poetry, essay, features); leadership and service (e.g. Most Outstanding Leader, Most Accomplished Red Cross Chapter President); award related to one’s field of study (e.g. Engineering Student of the Year); participation in prestigious leadership gatherings provided that it involved rigorous screening process (e.g. Ayala Young Leaders Congress); and participation in international exchange programs (e.g. Fullbright). For student organizations and other groups, they may receive this award given that the distinction given to them is related to their nature or field (e.g. debate award for XUAdCPDC, rodeo award for XU Rodeo, music award for Soundtable).

The following are not included in this category:

1. Academic awards (e.g. dean’s list)
2. Academic scholarships
3. Competitions during conferences related to the course (e.g. National Conference for Accountancy Students)
4. Pageant, talent, and reality-based awards (e.g. Pilipinas Got Talent)
5. Awards given by a student organization or an office in the university
6. Participation/ attendance in conferences, seminars and the like (except those which are defined above)

 Please produce several copies of this form and distribute to your qualified members for individual awards. For awards received by your organization, let your officers accomplish this form. Accomplish 1 copy for each award received (individual or group). Attach at least 1 supporting document to each of the accomplished form (e.g. photocopy of certificate, photo of plaques or medals, congratulatory letter, etc.). Gather all accomplished forms and other requirements and enclose them in a LONG brown envelope. Label accordingly.

 All submitted forms shall be verified by the Review and Recognition Committee and subject for endorsement by an identified office in the university (e.g. OSA for leadership awards, XCCA for arts and culture-related awards, Athletics for sports awards, etc.).

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| **AWARD INFORMATION** |
| **Name of Award:** (Please state the official title.)  | **Award Category:** (Check one.)□ Team Award□ Individual Award |
| **Name of the Recipient of the Award:** (Name of Individual, Organization, or Group) | **At what level is the award given?**(Check one.)□ National Level □ International Level |
| **Description of the Award:** (What is it all about?)  | **The award is equivalent to:**(Check one.)□ Champion/ First Place □ Runner Up□ Finalist/ 2nd Place □ Semi-Finalist/ 3rd Place□ Others \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Who Conferred the Award?** (Please write the formal name of the institution.)  | **Date the Award was Received:**(Please state the date, month, and year.) |
| **What qualified you for the award?**□ Excellence in a particular field or subject □ Winning in a competition □ Outstanding leadership and service □ Others \_\_\_\_\_\_\_\_\_\_\_\_ |
| **Briefly describe the requirements and selection process for the award including the different stages and how many were considered.** (Maximum: 150 words)  |

I certify to the best of my knowledge that all information contained herein are true and correct.

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 Signature over Printed Name of Person Submitting this Form