

Form 1: Personal Data and Contact Details

Name Last Name Nickname		First Name	Religion	Middl	e Name	2x2 <u>formal</u> I.D. photo with white background.
Age	Gender		Birth date (mm/d	d/yyyy)	Citizenship	No self-portraits
School					·	please.
Course/Major				College/De	epartment	
Year level:		3 rd year in a 4-year course		rear in a ear course	□ 5 th yea 6-year	r in a course
Year graduating from college: Year			Year gradu	ated from high sch	nool:	

Present Mailing Address (Please give us the address where you are <u>sure</u> to receive our letter)

House #, Street Name	Barangay (or Vil	lage)	
Town or City and Zip Code	Province and Re	Province and Region	
Phone Please include NDD area code.	Mobile Phone Please indicate only one.	Email Please indicate only one.	

Provincial/Home Mailing Address (Address where we can reach you during vacation or after your graduation) House #, Street Name Barangay (or Village)

,			
Town or City		Province and Zip Code	
Phone (Please include NDD area co	ode)		

Father	Occupation
Mother	Occupation
Legal Guardian	Occupation

How did you learn about AYLC? (Please check all applicable)

AYLC Poster/Brochure Blogs, social networking sites AYLC alumni AYLC School Caravan	Office of Student Affairs	□ AYLC Website
AYLC alumni AYLC School Caravan	AYLC Poster/Brochure	Blogs, social networking sites
	AYLC alumni	AYLC School Caravan
□ Others (pls. specify)	Others (pls. specify)	

I certify that all information presented in this application form are accurate and valid. Any misrepresentation shall automatically disqualify me from the AYLC selection process.

Signature above Printed Name

Date Signed



Form 2: List of Involvements and Leadership Positions Held

Guidelines in Filling up Form 2

- Select a maximum of 8 organizations, institutions, groups, major programs or projects where you are/were
 most involved as a leader during college. List them down.
- Under each of the organizations/groups, list chronologically your present and past position(s), starting from the most recent.
- List positions that you hold by virtue or because of another position under it. For example, if you are Committee Head, Freshman Orientation Week <u>by virtue or because</u> you are the Vice-President of the Student Council, list the Committee Head Position under the position of Vice-President. Otherwise, list the positions separately. See example below.
- Do not list any of the following
 - Leadership positions of academic or subject/class related activities (ex: Team Head Thesis Group, Group Head of Marketing Class, etc.)
 - Non-leadership positions (e.g. member).

Institution/ Organization/ Leadership Positions/ Organization/Program/Event Duration **Program/ Project** 2012 - 2013 Student Council 1 Vice-President, Internal Affairs 1a Head, Student Organizations Circle 2012 - 2013 1 1b Tours Committee Head, Freshman Orientation Week June 7-11, 2012 Note: Positions 1a and 1b above are listed under Vice-President because the positions are part of the position of the Vice-President. The Guardian (School 3 Sports Editor 2012 - 2013 2 Student Publication) 4 Assistant Sports Editor 2011 - 2012 5 3 Varsity Basketball Team Captain 2012-2013 Sta. Rita Parish Council Coordinator, Parish Youth Ministry 6 2011-2013 4 Ex-Officio Committee Member, Parish Pastoral Council for 6a 2011-2013 **Responsible Voting** University 75th 5 7 Head, Student Program Committee October 2013 Anniversary Celebration Nothing follows -

Sample of Form 2

Form 3: Most Significant Leadership Positions and Involvements

Guidelines in Filling up Form 3

Part I: Organizational Background

- Choose from those you listed in Form 2 a maximum of five (5) organizations based on their significance
- Fill up one of this (Form 3) for each of these organizations. For each one, fill up the requested data using Part I of this form.

Part II. Leadership Positions

- For each of the organizations, select a maximum of two (2) present or past leadership positions where you contributed significantly and fill up the data requested on each one (Part II of this form). You may list less than two positions under one organization.
- In cases where you made/are making your most significant contribution through a position that you hold by virtue of another position, list the latter position. For example, list Vice-President as one of the positions if your most significant position is as a Committee Head which you hold by virtue of your being Vice-President. (Refer to example in Form II.)

Part III. Leadership Impact

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- Describe your *overall* significant leadership contributions or achievements in the organization regardless
 of leadership position. Include in your description of impact
 - Your contributions and achievements as a leader
 - The positive effects that you or your organization, under your leadership, made possible.
 - The role that you personally played in the achievements of your organization.

Note: Do not describe all your contributions or achievements in the organization, only those that have made a significant impact on others.

Sample Form 3 (actual to be filled up online)

Part I: Organizational Background

Name of Institution/Organization/F	vrogram/ Project (please sp	nell out acronyms)	
What is this group's Vision-Mission	1? (maximum: 50 words)		
What type of organization is this? (Check one) Academic/co-curricular Student government	How many active members in the organization? (Local chapter/org only) less than 50	At what level does your organization operate?(Check one) Department Level College Level University Level (entire school)	Is your local organization part of a bigger/mother organization?
 Religious Community-based - local government affiliated (i.e: SK) Arts-related Fraternity/Sorority Socio-civic 	 bos man oo 51-150 151 -250 251 -350 more than 350 	 Barangay / Community Level Town/City Provincial, Regional Level National International Level 	Yes No If yes, what is the name of the mother organization?
Sports Others:			

Part II: Leadership Positions

Most Significant Lead	ership Position 1			
Formal Title of the Leaders	ship Position		Term / Inclusive Year/s (i.e.: SY 2012 to 2013)	
How long were you / have you been in this position? What is this position equivalent to? How did you get this position? □ President □ Less than 6 months 				
How many people report to				
Summarize your leadershi	p responsibilities and accountabilities in this positi	on (<i>maximul</i>	m of 30 words):	
Members within the organ	Who benefited from your leadership? (Check all that apply to this particular leadership position) Members within the organization The University/School as a whole Community external to my school Members of other school-based organizations External College or Department			
Most Significant Lead	ership Position 2			
Formal Title of the Leaders	ship Position		Term / Inclusive Year/s (i.e.: SY 2012 to 2013)	
How long were you / have you been in this position? Less than 6 months 6 months to 1 year Between 1 to 2 years More than 2 years	 What is this position equivalent to? President Vice President, Secretary, Treasurer Junior Officer (Other positions apart from President, Vice, Secretary and Treasurer. Committee Head 	 Election a Election b Appointed 	by board of officers of the org	
How many people report to				
	p responsibilities and accountabilities in this positi			
 Who benefited from your le Members within the organ Members of other school-le 		whole 🛛 🖓	n) Community external to my school	



Part III. Leadership Impact

Please describe completely but concisely all your significant contributions and achievements as a leader in this organization, regardless of leadership position. Describe what you personally did and the results of your leadership; describe the impact of you leadership. Give concrete examples to support your responses. Remember to describe your over-all impact and contribution (maximum: 500 words)



Form 4: Most Significant Individual College Awards (One (1) Award per Form)

Guidelines in filling up Form 4

- Identify a maximum of ten (10) of your most significant individual awards given by your school, inter-school or community-based awards received from your first year in college to the present for excellence and high achievement in any of the following fields:
 - 1. Cognitive (e.g. quiz bee, debate, extemporaneous speaking)
 - 2. Performing arts (e.g. theater, music, dance)
 - 3. Visual arts and creativity (e.g. painting, photography)
 - 4. Sports and athletics
 - 5. Literary arts and journalism/writing (e.g. poetry, features writing),
 - 6. Leadership and service (i.e.: Most Outstanding Student Council Officer)
 - 7. Awards related to one's field of study (e.g. Psychology Student of the Year)
- Include only personal, individual awards
- Do <u>not</u> include awards given to your organization or group.
- For example: Do not list "Champion, Interschool Basketball Tournament" even if you were team captain because this is a group achievement/award. You can, however, list "Most Valuable Player Award" if this was awarded to you as an individual. Do not include awards for academics (e.g. dean's list, scholarships), for class achievement, (e.g. best debater in a class competition), for tenure (e.g. loyalty award), pageant awards (e.g. Mr. University, Mr. Personality), certificates of participation/ attendance to conferences or seminars, and the like.
 - Fill up a copy of this form (Form 4) for each award. Spell out the full name of the award; do not use abbreviations or acronyms. Do not leave any field blank or unanswered. Observe the specified word count/sentence limit for certain fields. Words that exceed the limit will not be accepted by the encoding system.
- Do not leave any field blank or unanswered. Observe the indicated word indicated word count limit for certain fields. The system will not accept words beyond the indicated limit.



Sample of Form 4

Formal Name of Aw	Formal Name of Award Year Received				
Name of organizatio	Name of organization or institution that gives this award				
This award is: (Check one) Describe the nature of the award fully in one sentence (not more than 30 words): □ Co-curricular					
Extra-curricular					
			□ Only one □ 5 or less □ 6-10		
What qualified you for this award? Excellence in the field or subject Winning in a competition Outstanding leadership and service					
Describe the specific qualifications, requirements and the selection process for this award, including how many were considered for this award (<i>maximum of 150 words</i>).					



Form 4b: Most Significant Group/Team College Awards (One (1) Award per form)

Guidelines in filling up Form 4b

- List a maximum of ten (10) of the most significant school, inter-school or community-based awards you . received as a member of a group, team or organization from your first year in college to the present for excellence and high achievement in any of the following fields:
 - 1. Cognitive (e.g. quiz bee, debate, extemporaneous speaking)
 - 2. Performing arts (e.g. theater, music, dance)
 - Visual arts and creativity (e.g. painting, photography)
 Sports and athletics

 - 5. Literary arts and journalism/writing (e.g. poetry, features writing),
 - 6. Leadership and service (i.e.: Most Outstanding Student Council Officer)
 - 7. Awards related to one's field of study (e.g. Psychology Student of the Year)
- For example: Champion, UAAP University Basketball, Champion; Cheerdance Competition; 3rd Place, . Marketing Challenge, Philippine Advertising of National Advertisers (PANA); 1st Place, NAMCYA Choral Competition; Champion, National Debate Championship.
- Note that these are awards you have received as part of a winning group while the awards listed in Part I are awards that you received as an individual

Sample of Form 4: Group Awards

#	Group Award	Date Received
	Sample: Champion, National Debate Championship	March 2011
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		



Guidelines in filling up Form 5

 If you are or have been involved in community or volunteer work/outreach, fill up this form. Otherwise, move on to the next Form (Form 6).

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- Select your five (5) most significant community and volunteer involvements in the past five (5) years. The
 involvement must benefit or have benefited a specific group or community. These involvements must not
 be included among any of the leadership responsibilities you described using Form 3.0.
 - Please fill up one copy of this form (Form 5) for each involvement.
- You must be involved in these on a voluntary basis, on a regular basis, for an extended period of time and your involvement should not be done for personal gain (e.g. earn money).
- Do <u>not</u> include community involvement that is an academic requirement for a subject or course in school (i.e.: NSTP, Class Exposure/Immersion activity, required house building, and the like). Participation in blood-letting and marathons for a cause do <u>not</u> count as well.
- Do not leave any field blank or unanswered. Observe the indicated word count limit for certain fields. The system will not accept words beyond the indicated limit.

Sample of Form 5

Name of organization/institution/commu	inity you volunteered for:	Volunteer Period <i>Month</i> (s) and Year(s)			
Briefly describe the nature of the organization/institution/community (maximum of 50 words)					
Title of your position or designation:					
Briefly describe your involvement and the	he nature of your volunteer work (ma	aximum of 50 words)			
How often do you or did you do this volu one)	unteer work? (Check What is/was one)	the duration of your volunteer work? (Check			
Daily Every year	,	nths			
 □ 1 to 3 times a month □ Others: □ 2 to 4 times a year 	□ 6 months □ 1 to 2 yea □ more thar	irs			
Complete address of the organization or institution					
Contact Person	Contact Person Position				
Phone (include NDD area code)	Mobile Phone (indicate only one)	Email (indicate only one)			



Form 6: Part-Time Work (Fill-up only one (1) copy of this Form)

Part-Time work is gainful or compensated work (receive salary for) that is done for a few hours a day.

Did/do you engage in part-time work?
VES
NO

*If you answered 'yes', fill in the details of your part time work experience/s in the tables below. Otherwise, move on to the next form (Form 7).

- Describe a maximum of three (3) of your part-time work engagements in the past 2 years. Describe these in chronological order and spell out acronyms of the organization or company.
- Do <u>not</u> include work that is part of an academic or school requirement (i.e.: internship or OJT).
- Observe the word count/sentence limit for certain fields. Words that exceed the limit will not be accepted in the encoding system.

1	Name of organization / company:	Work Designation:	Describe the work that you rendered for the organization / company (maximum 50 words):		
	How often do/did you do this p	Dart-time work? (Check one)	How long did you render / have you been rendering part-time work?		
	Daily 1 to 4	times a year	(Check one)		
	□ 1 to 3 times a week □ Other	S:	1 to 6 months 1 to 2 years		
	1 to 3 times a month What was your reason for doing	ng this part-time work (not mor	6 months to 1 year more than 2 years		
	What was your reason for doin	ig this part-time work (not mor			
	Contact Person from the Organization or Company:				
	Contact number/s (Area Code +	Tel Number):			
2	Name of organization / company:	Work Designation:	Describe the work that you rendered for the organization / company (not more than 50 words):		
	How often do/did you do this p	part-time work? (Check one)	How long did you render / have you been rendering part-time work?		
		times a year	(Check one)		
	□ 1 to 3 times a week □ Other	s:	1 to 6 months 1 to 2 years 6 months to 1 year more than 2 years		
	1 to 3 times a month What was your reason for doin	ng this part-time work (not mor			
	What was your reason for doit	ig this pare-time work (not mor			
	Contact Person from the Orga	nization or Company:			
	Contact number/s (Area Code +	Tel Number)			
3	Name of organization / company:	Work Designation:	Describe the work that you rendered for the organization / company (not more than 50 words):		
	How often do/did you do this p		How long did you render / have you been rendering this part-time		
		times a year	work? (Check one)		
	 1 to 3 times a week Others: 1 to 3 times a month 		1 to 6 months 1 to 2 years 6 months to 1 year more than 2 years		
		ng this part-time work (<i>not mor</i>			
			·		
	Contact Person from the Orga	nization or Company:			
	Contact number/s (Area Code +	Tel Number)			



Guidelines in filling up Form 7

Leadership Positions during High School

In order of significance, list your school or community-based leadership positions when you were in high school, 1 being the most significant and 10 being the least significant. Significance refers to achievement, contribution and impact. You may list less than ten positions.

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High School Awards

- List a maximum of ten (10) school or community-based awards you received in high school, including graduation, for excellence and high achievement in academics and other fields:
 - 1. Cognitive (e.g. quiz bee, debate, extemporaneous speaking)
 - Performing arts (e.g. theater, music, dance) 2.

 - Visual arts and creativity (e.g. painting, photography)
 Sports and athletics
 Literary arts and journalism/writing (e.g. poetry, features writing),
 - 6. Leadership and service (i.e.: Most Outstanding Student Council Officer)
 - 7. Awards related to one's field of study (e.g. Psychology Student of the Year)
- List only personal, individual awards.
- Do not list awards that your organization or group received.
- Spell out the full of name of the award; do not use abbreviations or acronyms.



Sample of Form 7

Name of High School	
Complete Address	
Telephone number	
Email Address	

Leadership Positions during High School

#	Position and Organization	Duration of Term	Year
	Example: Vice President, Glee Club	1 school year	2008 – 2009
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
ŀ	ligh School Awards		

High School Awards

#	Award	Date Received	Nature of Award		
			Academic	Non-Academic	
	Sample: Gerry Roxas Leadership Award	March 2009		✓	
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Form 8.0: Mentor / Adviser Assessment

You are Mentor / Adviser for AYLC 2016 Applicant:

Complete Name of Applicant

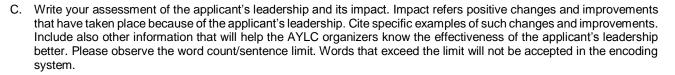
DO NOT ALLOW THE APPLICANT TO SEE THE CONTENTS OF YOUR ASSESSMENT.

Name of Assessor:	Department / Organization:
Contact Number:	Position in Department/Organization:
Address	Email address:
Name of Organization in which you	
serve as mentor / adviser to applicant:	
Number of years as mentor / adviser:	How long have you known the applicant?

Compared to	o other student leaders I know,	Ť					
E (Excellent):	Applicant has this to a very great degree	G (Good):	A	oplicant ha	is this to	an averag	e degree
VG (Very Good):	Applicant has this to a great degree	F (Fair):	A	oplicant ha	is this to	a limited c	legree
	Factor		E	VG	G	F	
Self Aware	eness and Knowledge						
Awarenes	s of and Involvement in Social Realities and Problems						
Character							
Goal-Orie	ntation						
Sense of F	Responsibility						
Emotional	Maturity						
Resilience	and Persistence						
Ability to V	Vork with Others						
Spirit of Se	ervice						
Conceptua	al Thinking						
Communio	cation						
Leadershi	p Impact						

B. List the applicant's major leadership strengths and areas of improvement in the corresponding columns. Cite an example to illustrate each strength and area of improvement that you listed. Please fill up <u>both</u> columns.

Strengths/ Examples e.g. <i>Problem-solving:</i> She and her team used an innovative way to raise the needed funds for their organization.	Areas of Improvement/ Examples e.g. Conflict management: he finds it difficult to manage the inter-party conflicts in the student council.



Assessment of applicant's leadership and its impact (maximum of 500 characters).

SPA

Form 9.0: Colleague Assessment

You are Colleague Assessor for AYLC 2016 Applicant:

Complete Name of Applicant

DO NOT ALLOW THE APPLICANT TO SEE THE CONTENTS OF YOUR ASSESSMENT.

Department / Organization:
Position in department/organization:
Email address:
How long have you known the applicant?

A. Please rate the applicant using the factors below.

Compared to oth	er student leaders I know,					
E (Excellent):	Applicant has this to a very great degree	G (Good):	Applicant h	as this to	an averag	e degree
VG (Very Good):	Applicant has this to a great degree	F (Fair):	Applicant h	as this to	a limited o	legree
Factor		TE I	VG	G	F	
Self Awareness	and Knowledge					
Awareness of a	nd Involvement in Social Realities and Proble	ms 🗆				
Character						
Goal-Orientatio	n					
Sense of Respo	onsibility					
Emotional Matu	<i>i</i> rity					
Resilience and	Persistence					
Ability to Work	with Others					
Spirit of Service	9					
Conceptual Thi	nking					
Communication	1					
Leadership Imp	act					

D. List the applicant's major <u>leadership</u> strengths and areas of improvement in the corresponding columns. Cite an example to illustrate each strength and area of improvement that you listed. Please fill up <u>both</u> columns.

Strengths/ Examples e.g. <i>Problem-solving:</i> She and her team used an innovative way to raise the needed funds for their organization.	Areas of Improvement/ Examples e.g. <i>Conflict management:</i> he finds it difficult to manage the inter-party conflicts in the student council.



E. Write your assessment of the applicant's leadership and its impact. Impact refers positive changes and improvements that have taken place because of the applicant's leadership. Cite specific examples of such changes and improvements. Include also other information that will help the AYLC organizers know the effectiveness of the applicant's leadership better. Please observe the word limit. Words that exceed the limit will not be accepted in the encoding system.

Assessment of applicant's leadership and its impact (maximum of 500 characters).

Instructions for the Mentor/Adviser Assessor

To the Mentor/Adviser Assessor:

Thank you for being a/an Mentor/Adviser Assessor for _______who is applying to the **18th Ayala Young Leaders Congress (AYLC 2016)**.

The Ayala Young Leaders Congress (AYLC) is an annual summit sponsored by the Ayala Group of Companies for 81 of the most outstanding student leaders selected from the top colleges and universities all over the country during which they hone their leadership passion, skills, and potential. Ayala's dream is to nurture a community and form a network of values-based and principled Filipino leaders committed passionately to nation building and to uplifting the lives of their fellow Filipinos.

Please accomplish the attached Assessment Form and provide us with a **balanced and candid assessment** of the applicant. Indicate both his/her strengths and areas of growth and development. Include the following in the assessment:

- 1. Track record in leadership as an officer of a school or community organizations
- 2. Impact of applicant's leadership in his/her own organization or community
- 3. Involvement in national, community and school issues
- 4. Excellence in particular field (ex. sports, performing arts, writing, debate, etc.)
- 5. Personal qualities and characteristics that impact on his leadership.

You will accomplish this Mentor/Adviser Assessment Form online. The nominee will provide us your email and we will send you your username, password and link where you can access the form.

For more information about AYLC, visit our website <u>www.ayalayoungleaders.ph</u>. You may also contact the AYLC Secretariat at (02) 7175814, or email us at aylc@ayalafoundation.org

Thank you very much.

The AYLC Secretariat

Instructions for the Colleague Assessor

To the Colleague Assessor:

Thank you for being a Colleague Assessor for _____, who is applying to the **18th Ayala Young Leaders Congress (AYLC 2016)**.

The Ayala Young Leaders Congress (AYLC) is an annual summit sponsored by the Ayala Group of Companies for 81 of the most outstanding student leaders selected from the top colleges and universities all over the country during which they hone their leadership passion, skills, and potential. Ayala's dream is to nurture a community and form a network of values-based and principled Filipino leaders committed passionately to nation building and to uplifting the lives of their fellow Filipinos.

Please accomplish the attached Assessment Form and provide us with a **balanced and candid assessment** of the applicant. Indicate both his/her strengths and areas of growth and development. Include the following in the assessment:

- 1. Track record in leadership as an officer of a school or community organizations
- 2. Impact of applicant's leadership in his/her own organization or community
- 3. Involvement in national, community and school issues
- 4. Excellence in particular field (ex. sports, performing arts, writing, debate, etc.)
- 5. Personal qualities and characteristics that impact on his leadership.

You will accomplish this Colleague Assessment Form online. The nominee will provide us your email and we will send you your username, password and link where you can access the form.

For more information about AYLC, visit our website <u>www.ayalayoungleaders.ph</u>. You may also contact the AYLC Secretariat at (02) 717-5814 or email us at aylc@ayalafoundation.org

Thank you very much.

The AYLC Secretariat