Application for Presentation Incentive

I. Personal Information

Name: ________________________________________________________________

Department/College: __________________________

Designation (Choose one)       Status (Choose one)

☐ Faculty Member       ☐ Permanent
☐ Support Staff        ☐ Probationary
☐ Administrator        ☐ Contractual

II. Conference Details

Title of Conference

_____________________________________________________________________

_____________________________________________________________________

Sponsoring Agency

_____________________________________________________________________

_____________________________________________________________________

Inclusive Dates and Venue

_____________________________________________________________________

Title of Paper

_____________________________________________________________________

_____________________________________________________________________
Authors and Affiliations

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

Locale of Conference

☐ Colegio de San Juan de Letran-Manila
☐ National Conference (Philippines)
☐ International Conference (Philippines)
☐ International Conference (Overseas)

Kind of Presentation

☐ Keynote Speaker
☐ Plenary Speaker
☐ Parallel Presenter

III. Checklist and Manifesto

Kindly accomplish/attach the following forms/requirements before submitting this form to the LRC

☐ Letter of Application endorsed by the Department Head
☐ Proof of Presentation (Invitation/Acceptance Letter)
☐ Certificate of Participation/Presentation (NOT Attendance)

I HEREBY CERTIFY THAT THE ABOVE INFORMATION ARE TRUE AND CORRECT.

Signature over Printed Name and Date