

GRADUATE STUDENT THESIS OR DISSERTATION GRANT GUIDELINES

The Graduate Student Thesis or Dissertation Grant is a program designed to financially support graduate students in completing their theses or dissertations.

Objectives

1. Provide direct funding to graduate students to alleviate financial burdens during their thesis or dissertation research,
2. Promote innovative and impactful research,
3. Encourage timely completion of graduate studies,
4. Promote research that aligns with UPV's strategic themes,
5. Foster knowledge sharing through publication in reputable journals

Grant Details

1. Each student may receive a maximum grant of up to PhP 50,000.00 for thesis, or PhP 75,000.00 for dissertation.
2. Upon approval, the total grant amount will be released in full directly to the student.

Eligibility

The grant is available to all qualified and interested UPV graduate students with an approved thesis or dissertation proposal, regardless of whether they have access to other funding sources.

Application

Formal requests must be endorsed by the adviser and submitted to the OVCRE.

Required Documents to submit:

1. Letter of Application addressed to VCRE duly endorsed by the Thesis Adviser, Institute Director/Division Chair and College Dean.
2. Copy of Approved Action Sheet for Thesis / Dissertation Proposal Defense.
3. Copy of approved proposal.
4. Line-Item Budget amounting to P50,000 (for thesis) and P75,000 (for dissertation)

Manuscript Submission

1. The student and the adviser must identify a target Web of Science (WoS) or Scopus-indexed journal for manuscript submission.
2. The journal's Guide to Authors shall serve as the basis for evaluating the manuscript output under this grant.
3. The student shall be the main author of all publications derived from the thesis or dissertation.
4. The student is responsible for preparing a formatted manuscript in accordance with the targeted journal's Guide to Authors.
5. Manuscript submission must be made within six (6) months after graduation. Beyond this period:
 - a. The adviser, on behalf of the University, shall assume responsibility for generating a publication from the funded work.
 - b. The adviser may also claim main authorship under these circumstances.
6. The adviser shall act as the corresponding author, ensuring the University's interests are protected during the publication process.
7. Authorship rights differ by context:
 - If the adviser supports a thesis under a research project, authorship rights shall primarily belong to the adviser, unless waived in favor of the student.
 - For dissertations, authorship rights shall rest with the student.
8. The student and adviser may jointly include other co-authors as deemed appropriate.

Presentation Requirements

The student shall present their research work at the Graduate Research Conference hosted by the UPV Graduate School.

Grant Clearance and Related Obligations

1. Upon manuscript submission to the identified WoS or Scopus-indexed journal within six (6) months post-graduation, the adviser shall notify the OVCRE, which shall issue a certificate clearing the student of financial obligations related to the grant.
2. If the thesis or dissertation results in a patentable (including utility model) product, the submission requirement shall begin upon filing a Patent application. The status of application shall be considered in determining equivalency with publication acceptance. The OVCRE, through the UPV TBDO, shall assess application level and technological maturity to determine equivalency. If the grantee opts for Intellectual Property protection, a prior art search report shall be included in the proposal coupled with technology transfer roadmap, regardless of the mode of transfer (i.e. deployment/extension or commercialization). The grantee shall assign the ownership of the patent or utility model to UPV in accordance with the University of the Philippines Intellectual Property Rights Policy.
3. The clearance certificate is a mandatory requirement for processing the release of the student's TOR and diploma.
4. For Dissertations: The clearance process for financial obligations related to the grant is inherently tied to the successful publication of the manuscript in a Web of Science (WoS) or Scopus-indexed journal, as this is a requirement for graduation, per UPV Graduate School policies.
5. In the event of manuscript rejection, the adviser shall make two additional submission attempts within one year. The first attempt shall be made to other Web of Science (WoS) or Scopus-indexed journals. If still unsuccessful, the adviser shall submit the manuscript to a non-indexed but peer-reviewed journal to ensure its dissemination and contribution to the academic community.
6. The adviser shall provide the OVCRE with documentary evidence of all submission attempts, including rejection feedback, for clearance purposes.

Data Retention

The adviser shall retain a duplicate copy of all raw data from the thesis or dissertation.

Acknowledgment

UPV's support must be explicitly acknowledged in all publications derived from the funded thesis or dissertation. All publications must include the following acknowledgment statement: *"This work was supported by the University of the Philippines Visayas through the Graduate Thesis and Dissertation Grant of the Office of the Vice Chancellor for Research and Extension (Project Code: SPXX-XX)."*