

Request for DOST-SEI Clearance

Scholarship Clearance:

- Temporary Clearance; and
- Final Clearance (after having completed the service obligation).

Travel Abroad Clearance:

Requirements:

- Letter of request for travel clearance with endorsement from the ASTHRDP- NSC Project Leader indicating the following:
 - Destination;
 - Duration; and
 - Reason for travel.

If travel is for personal reason:

A. Travel is *less than* a year:

- Post a cash bond; and/or
- Submit a notarized Deed of Undertaking with co-maker:
 - Copy of ID of co-maker
 - Proof of income/service record of co-maker

B. Travel is *more than* a year:

- Post a surety/cash bond.

If travel is sponsored by Company/University:

- Guarantee letter from the company/university stating that “should the scholar fails to return in the country after the given period of time, the company/university guarantees the refund to the DOST-SEI, the amount equivalent to the period left unserved of the scholar with 12% interest”.