INTRODUCTION

Republic Act No. 9163

 Republic Act No. 9163, also known as the “National Service Training Program (NSTP) Act of 2001” declares that “it is hereby affirmed the prime duty of the government to serve and protect its citizens. In turn, it shall be the responsibility of all citizens to defend the security of the State and in fulfilment thereof, the government may require each citizen to render personal, military or civil service.

Recognizing the youth's vital role in nation-building, the State shall promote civic consciousness among the youth and shall develop their physical, moral, spiritual, intellectual and social well-being. It shall inculcate in the youth patriotism, nationalism, and advance their involvement in public and civic affairs.

In pursuit of these goals, the youth, the most valuable resource of the nation, shall be motivated, trained, organized and mobilized in military training, literacy, civic welfare and other similar endeavours in the service of the nation.”

National Service Training Program

 According to RA 9163, NSTP is a program aimed at enhancing civic consciousness and defense preparedness in the youth by developing the ethics of service and patriotism while undergoing training in any of its three (3) program components. Its various components are specially designed to enhance the youth's active contribution to the general welfare.

NSTP Components

* Reserve Officers' Training Corps (ROTC)
	+ A program institutionalized under Sections 38 and 39 of Republic Act No. 7077 designed to provide military training to tertiary level students in order to motivate, train, organize and mobilize them for national defense preparedness.
* Literacy Training Service (LTS)
	+ A program designed to train students to become teachers of literacy and numeracy skills to school children, out of school youth, and other segments of society in need of their service.
* Civic Welfare Training Service (CWTS)
	+ programs or activities contributory to the general welfare and the betterment of life for the members of the community or the enhancement of its facilities, especially those devoted to improving health, education, environment, entrepreneurship, safety, recreation and morals of the citizenry.

COVERAGE AND EXEMPTIONS

 Students, male and female, of any baccalaureate degree course or at least two (2)-year technical vocational courses in public and private educational institutions shall be required to complete one (1) of the NSTP components as requisite for graduation.

 Exemptions apply to;

* Students who have already taken NSTP from a prior degree completed
* Transferees and shiftees who have completed NSTP prior to transferring or shifting
* Foreign students or aliens
	+ as declared in R.A. 9163 that “it shall be the responsibility of all citizens to defend the security of the State”

DURATION AND EQUIVALENT COURSE UNIT

 Each of the NSTP program components shall be undertaken for an academic period of two (2) semesters (NSTP 1 and 2) or an equivalent one-semester integrated (NSTP 1-2) course. The allotted time for NSTP classes per semester is 54 – 90 hours. Each class shall be treated as a normal class set-up, having 40 students per class and for additional students, multiplier will apply.

 The whole NSTP program weighs six (6) units and should be taken for two (2) semesters taking up three (3) units each semester.

PROGRAM STRUCTURE

NSTP starts with a common module. After the completion of the NSTP common module, the students may choose which NSTP component to take. The choices are LTS, CWTS, and ROTC. If a student wishes to change the component he/she already enrolled to, the student has the option of changing the component of choice. There is a special change of matriculation period to be assigned a week after the last session of the NSTP common module, the change of matriculation is free of charge. Those who choose to continue in the class are redistributed from the generic NSTP class to the component class (CWTS1/LTS1/ROTC1).

NSTP 1 is a prerequisite of NSTP 2, and, as a University policy, NSTP 1 and 2 should be taken in the same college, otherwise, if a student should take his/her NSTP 2 component to another college, an appeal should be made in order to formalize the transfer.

REDISTRIBUTION AND CHANGE OF MATRICULATION PERIOD

The redistribution and change matriculation process happens after the last topic of the Common Module. The students are then free to choose on whether they want to stay or shift to another class or component. The redistribution process takes place three days before the change matriculation. During this process, students are redistributed from their generic CM classes and then re-enrolled to their NSTP 1 classes. This process is free of charge.

If students wish to transfer to another class, they must first have a signed completion form, to be the proof that they actually completed the CM.

GRADING SYSTEM

According to the Board of Regents, numeric grading will be used for NSTP classes.

NSTP GRADUATION

 The NSTP graduation is a way of introducing NSTP students to be a part of the NSCR pool.

NATIONAL SERVICE RESERVE CORPS

An organization composed of graduates of Civic Welfare Training Service (CWTS) and Literacy Training Service (LTS) components of the NSTP as mandated by Republic Act 9163.

All graduates of the NSTP (LTS and CWTS) are issued a serial number and form part of the NSRC. The NSRC is a pool of volunteers which may be tapped should there be dire need for literacy and civic welfare service in the country.

 The NSRC Mission is to provide a trained, motivated and organized manpower reserve that can be tapped by the State for DRRM, civic welfare, literacy, national emergency, environmental protection and other similar endeavours in the service of the nation.

Functions:

* To assist in the disaster preparedness, mitigation, response and rehabilitation programs;
* To serve as an auxiliary to the Disaster Risk Reduction and Management Councils (DRRMCs) response units;
* To assist in the promotion of civic welfare activities;
* To assist in the implementation of literacy programs;
* To assist in socio-economic development;
* To respond in case of mobilization for national emergency;
* To assist in environmental protection; and
* To perform other similar endeavors as directed by higher DRRM authorities.

INSURANCE AND PROTECTION

All students enrolled in any NSTP course shall avail of a comprehensive (health and accident) group insurance policy. All students enrolled in NSTP are insured automatically when they pay their tuitions.

The supervising faculty and/or the NSTP handler/s, assistants and other staff who will join the fieldwork, should be included in this comprehensive group insurance plan.

Insurance plan/policies will be charged to the UPD NSTP Funds (not an additional tuition fee) and should be reflected in the NSTP Budget Proposal/Plan of Academic Units.

PARTNER ORGANIZATIONS

 Partner organizations are people from inside or outside of the University that aide in the implementation of community engagements of NSTP 2 classes. It can either be NGO, government or private institutions, student organizations, and the like.

 All NSTP classes must make a list of their partner organizations for documentation, information and monitoring. Also, partner organizations should submit reports on NSTP activities they are involved in. This is to evaluate the performance of the NSTP class and monitor the effect of the class of their chosen community service.

FUNDS AND BUDGET

The only source of fund for NSTP is from the tuition fees of students. Tuition for NSTP is half the regular per unit tuition and on the average; it is P500/unit (but varies depending on the STS bracket classification of the students enrolled).

Of this, 30% is segregated for unprogrammed and contingency expenses, 10% is allotted for the central NSTP funds; 60% for the operations of the NSTP class.

Note: There is a request to increase the central NSTP fund to 21%, decreasing the operations for NSTP classes to 49%.

Allowable Operating Expenses are as follows:

* Honoraria and token for resource persons and support staff
* Meeting expenses
* Fieldwork expenses including transportation, supplies and food
* Insurance for instructors
* Course materials development
* Equipment for course delivery

The budget cannot be used for rental of University spaces.

Teachers and Resource Persons

* Teaching load credit is 3.0 units for a regular NSTP class subject to large class multiplier (per faculty manual prescriptions)
* Honorarium for resource persons is P1,500 per hour

Reimbursements

* A copy of the approved budget should be attached
* All official receipt or RER, whichever is applicable should accompany request for reimbursement
* For vehicle rental, a vehicle rental agreement must accompany the request

END-OF-YEAR REPORT

Report on the accomplishments of the NSTP class (forms to be provided) by NSTP college coordinator. Also, report of all expenses should be submitted for filling.