



UNIVERSITY OF THE PHILIPPINES DILIMAN
Office of the Vice-Chancellor for Academic Affairs
National Service Training Program (NSTP) Diliman Office

Reference No. JSL 20-04

14 May 2020

DR. MARIA THERESA T. PAYONGAYONG


Vice-Chancellor for Academic Affairs
University of the Philippines Diliman

Dear **Vice-Chancellor Payongayong**:

Good day!

I would like to inform your good office of the NSTP Guidelines for Midyear 2019-2020 and 1st Semester AY 2020-2021

Sincerely yours,


ASSOC. PROF. JONALOU S. LABOR, PhD
OIC Director
NSTP Diliman Office

cc: OVCAA

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The NSTP Diliman Council, composed of coordinators from various UP Diliman Colleges and Institutes, on its Regular NSTP Council Meeting held last May 14, 2020, has agreed to implement the following guidelines for the implementation of the MidYear 2019-2020 and the 1st Semester, AY 2020-2021.

Guidelines for Midyear 2019-2020

1. The NSTP Diliman Office will officially write the Asian Institute of Tourism (AIT) to offer the Integrated NSTP 1 and 2 courses.
2. Only graduating students for the Midyear 2019-2020 will be accepted to the Midyear class.
3. The NSTP Diliman Office will recommend to the AIT the list of students who could be accepted to the class.
4. The class will be opened even if it does not meet the university-prescribed minimum number of students for the class as long as there are graduating students who need the courses.
5. The class will follow the university-recommended “remote learning” mode. This means that the course content will be delivered via online platforms.
6. The online platform that will be used by the class should be approved by the academic unit.
7. All lessons will be delivered asynchronously. The teachers will adopt the self-paced learning method. Online plenary sessions may be facilitated by the teacher to synthesis the contents of the lessons.
8. NSTP projects of the class will have to adhere with university policies and post-ECQ guidelines.

Guidelines for the 1st Semester 2020-2021

NSTP 1

1. NSTP 1 classes will follow the university-recommended “remote learning” mode. This means that all classes will be delivered via online platforms that are approved by the academic units.
2. All lessons will be delivered asynchronously. The teachers will adopt the self-paced learning method. Online plenary sessions may be facilitated by the teachers to synthesis the contents of the lessons.
3. The NSTP Diliman Office will provide the instructors with supplementary content for the common and component modules from the pre-recorded STUP radio show contents and pre-recorded Office-initiated webinars.
4. NSTP Coordinators and instructors from various units will share materials with each other.
5. The classes will adopt this timeline for the first semester:

Week 1	Registration period, orientation
Weeks 2 to 9	Delivery of the Common Module Topics
Week 10	Redistribution to the Component classes (CWTS 1, LTS 1, ROTC 1, Integrated CWTS 1 and 2)
Weeks 11 to 14	Component Courses (Volunteerism, Community Engagement) and Final Requirements

6. The NSTP classes will have to conceptualize NSTP projects that may be in support of:
 - a. College and institute initiatives
 - b. Already existing projects with partner organizations and communities
 - c. Already funded volunteer opportunities within the university
7. NSTP project proposals will have to adhere with university policies and post-ECQ guidelines.

NSTP 2

1. NSTP 2 classes will follow the university-recommended “remote learning” mode. This means that all classes will be delivered via online platforms that are approved by the academic units.
2. All lessons will be delivered asynchronously. The teachers will adopt the self-paced learning method. Online plenary sessions may be facilitated by the teachers to synthesis the contents of the lessons.
3. The classes will adopt this timeline for the first semester:

Week 1	Registration period, orientation
Weeks 2 to 6	Project planning
Weeks 7 to 12	Project Implementation
Weeks 13 to 14	Report Writing

4. NSTP projects will have to adhere with university policies and post-ECQ guidelines.

Other resolutions:

1. Student appeals will be facilitated online. The NSTP Diliman Office will recommend a set of guidelines to the Office of the Vice-Chancellor for Academic Affairs (VCAA).
2. A redistribution process for NSTP 1, that is approved by the VCAA, will be used to transfer students from common to component module classes.
3. A change of matriculation process, that is approved by the VCAA and the Office of the University Registrar (OUR), should be completed for the change of section of the students from common to component module classes.
4. Trainings and workshops will be conducted by the VCAA to help teachers adapt in the “remote learning” mode.