



UNIVERSITY OF THE PHILIPPINES MANILA
The Health Sciences Center
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**UP Manila as a Public Service University
and its Returns Service Agreement Program**

The University of the Philippines Manila, in its commitment to serving the underserved and assuming its social accountability as the National University of the Philippines and Health Sciences Center, has been implementing the return service obligation among its graduates. The School of Health Sciences (SHS) based in Palo, Leyte and the College of Medicine spearheaded this program since 1967 and 2005 respectively.

Beginning academic year (AY) 2011, as approved by the Board of Regents, all health colleges based in the Manila campus will implement the Return Service Agreement (RSA) program. This means that graduates must serve the country for a minimum of two years within 5 years after graduation. All freshmen and lateral entrants (shiftees and transferees) will be covered by the program.

Effective June 2011, the following Colleges are covered by this unified policy: College of Allied Medical Profession (CAMP), College of Dentistry (CD), College of Nursing (CN), College of Pharmacy (CP), and College of Public Health (CPH).

General RSA Policies

1. Return service agreement is an absolute admission requirement for the CHW Program (SHS), baccalaureate health sciences programs (CAMP, CN, CP, CPH, SHS), DDM and MD programs.
2. The agreement states that the student shall serve in the Philippines within 5 years after graduation.
3. The agreement is signed by the Chancellor of UP Manila for the University and the prospective students and the parents, witnessed by the Dean/Director.
4. The graduate shall serve for a period specified by his/her college - the period of which should not be less than 2 years.
5. The graduate shall serve, preferably, in accordance with the role of the defined profession or health-related profession along three functions, but not limited to, direct service, education/training, and research. Return service shall preferably be an employment with government agencies/institutions, underserved towns/provinces, non-government and cause-oriented organizations.
6. The graduate is expected to serve fully within 5 years. If after 5 years, the graduate has not fully complied with the RSA, he/she will pay double the cost of his/her education at a prevailing rate from the time of entry, plus interest.
7. Cost of education shall be computed based on total subsidy of UP/government and donations made to specific colleges/units that enhance education/training of students in the university.
8. Enrolling for a second degree like a master's degree, Doctor of Medicine (MD) or Bachelor of Laws (LLB) or other programs cannot be considered as return service.
9. To facilitate serving of the RSA by graduates of UP Manila, the Philippine General Hospital and UP System shall give priority to UPM graduates for employment after requirements for employment are met.
10. UP Manila shall develop a placement process for implementation of the RSA with the Office of Alumni Relations as the implementing office for the program.

General Instructions on how to fill up the Return Service Agreement (RSA):

1. Read carefully the Return Service Agreement (RSA)
2. Fill up all the blanks with the information requested for in the RSA (4 pages).
3. The student and his/her parent / legal guardian / legal spouse must sign on the left side of each page and on the designated blank spaces on page 3 of the RSA.
4. The relatives or friends of the student or his/her parents may serve as witnesses in the RSA.
5. In the acknowledgement portion of the RSA, the following government ID's are valid: voters, postal, passport, driver's license, e-card and senior citizen.
6. Submit two (2) signed copies of the RSA together with the other entrance credentials on your scheduled enrollment day. The Office of the Registrar will take charge of sending the signed RSA to the Office of the Chancellor and the Dean of your College for their signature.
7. Please pay P100.00 for the Notarial Fee of the RSA. An Acknowledgement Receipt will be issued.

For further information, please call the Office of Alumni Relations at 525-38-02 or visit the UP Manila, Office of Alumni Relations' website: <http://alumni.upm.edu.ph/?q=node/5>

