

**MANILA TYTANA COLLEGES**

STUDENT AFFAIRS DIRECTORATE  
Student Welfare and Development Department

**PROJECT PROPOSAL FORM**

Name of Organization: .....

Name of Advisor: .....

<b>Basic Project Information</b>		
Project Title:		
Name of Person-in-Charge:		
Contact No. of Person-in-Charge:		
Target Date and Time:		
Target Venue:		
Number of Students involved:	(Student Organizers)	(Participants)

<b>General Project Classification</b>			
<i>Please put a check (✓) on the circle where the project can be broadly classified. Check ONLY one circle.</i>			
<input type="radio"/> General Assembly <input type="radio"/> Skills Building <input type="radio"/> Community Building <input type="radio"/> Sports Related <input type="radio"/> Concert/Party <input type="radio"/> Others:.....	<input type="radio"/> Service-Related <input type="radio"/> Advocacy Awareness <input type="radio"/> Area Visit/Immersion <input type="radio"/> Exhibit/Fair <input type="radio"/> Organization Week	<input type="radio"/> Contest/Tournament <input type="radio"/> Exposure Trip/Tour <input type="radio"/> Stage Play <input type="radio"/> Talk/Seminar/Workshop <input type="radio"/> Film Showing	<input type="radio"/> News /Manual <input type="radio"/> Fundraising <input type="radio"/> Raffle/Ticket Sales

<b>Audience</b>		
<input type="radio"/> Members only	<input type="radio"/> MTC Student only	<input type="radio"/> Open to Public
<input type="radio"/> Curricular	<input type="radio"/> Co-curricular <input type="radio"/> Faculty/Department-Initiated <input type="radio"/> Student-Initiated	<input type="radio"/> Extra-curricular

<b>For the Adviser's Attention</b>	
THIS IS TO CERTIFY THAT THE UNDERSIGNED WILL STAY WITH THE STUDENTS FOR THE DURATION OF THE AFOREMENTIONED ACTIVITY.	
..... Signature over printed name of Adviser	..... Contact Number

<b>Endorsed (For Curricular and Co-curricular Activities)</b>	<b>Approved</b>
..... Department Chair	..... College Dean
..... Date	..... Date

**Nature, Description and Objective of the Project Activity***This is a description of the project concept overview, i.e. for a stage play, etc.**Please limit to 50 words or less.*

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**Budget Summary***Provide a breakdown of the expenses.*

<b>Description of Expenses</b>	<b>Amount</b>	<b>Total</b>

**Signed:**

<b>(Full Name of President)</b> <b>President</b>  <b>(Organization)</b>	<b>(Full Name of Advisor)</b> <b>Advisor</b>  <b>(Organization)</b>
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-----*please do not write below this line*-----

<b>For SAD/SWDD use only:</b>		
<b>This activity is:</b>  <input type="radio"/> <b>Profit</b>  <input type="radio"/> <b>Non-Profit</b>	<b>Endorsed by:</b>  <b>Mr. Rogelio L. Delos Santos, Jr.</b> <i>Student Development Section Coordinator</i>	<b>Approved by:</b>  <b>Mr. Ruel R. Dela Rosa</b> <i>Assistant Director Student Affairs</i>