



March 21, 2024

**SUSAN S. COLLANO, CESO V**  
Schools Division Superintendent  
Naga City, Camarines Sur



Dear Ma'am:

The College of Accountancy and Finance of Naga College Foundation, Inc. will conduct its **3rd Inter-School MTV Accounting and Business Cup** on April 13, 2024, from 7:30 am to 5:00 pm, at 6th Floor, Criminology Hall, MTV Annex Building, Naga College Foundation Inc. The aforementioned event aims to give the Senior High School students an opportunity to have scholarships in any accounting and finance related course offered by the institution.

This academic competition is open to all senior high school students regardless of their academic track. It will be composed of three rounds: (1) Elimination Round, (2) Qualifiers Round, and (3) Final Round. The elimination round will be a written-type examination wherein the Top 50% students garnering the highest scores will advance to the qualifiers round. The qualifiers round will be an individual quiz bee competition. The final round, on the other hand, is an identification-type and straight problem quiz bee. The top three (3) students will be awarded with medals, certificates, and scholarship grants. Students whose scores also qualified for the rating set by the organizers will also be given scholarships and discounts. Top performing schools will also be awarded during the event.

Anent to this, would like to request for your endorsement of the Inter-School MTV Accounting and Business Cup.

Attached to this letter is the Implementing Rules and Regulations for the Inter-School MTV Accounting and Business Cup.

Should you have queries, you may contact us through our email account, [caf@ncf.edu.ph](mailto:caf@ncf.edu.ph) or through our official department contact number: 09070308279.

Sincerely yours,

**LORENCE ASTER B. RELLEJERA, MBA, CPA**  
Dean, College of Accountancy and Finance

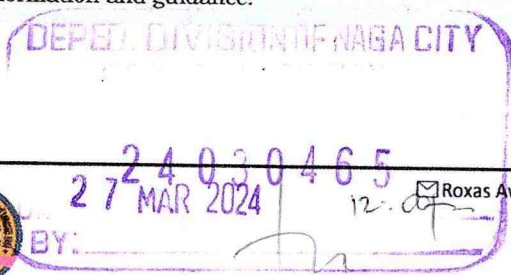


Republika ng Pilipinas  
Kagawaran ng Edukasyon  
REHIYON V  
TANGGAPAN NG SANGAY NG MGA PAARALAN NG LUNGSOD NAGA

March 27, 2024

**To:** Assistant Schools Division Superintendent  
Chief Education Supervisors  
CID and SGOD Personnel  
Private and Public School Heads  
All Others Concerned

For information and guidance.



**FERNANDO C. MACARAIG**  
Asst. Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent





NAGA COLLEGE FOUNDATION, INC.  
M.T. VILLANUEVA AVE, NAGA CITY  
COLLEGE OF ACCOUNTANCY AND FINANCE



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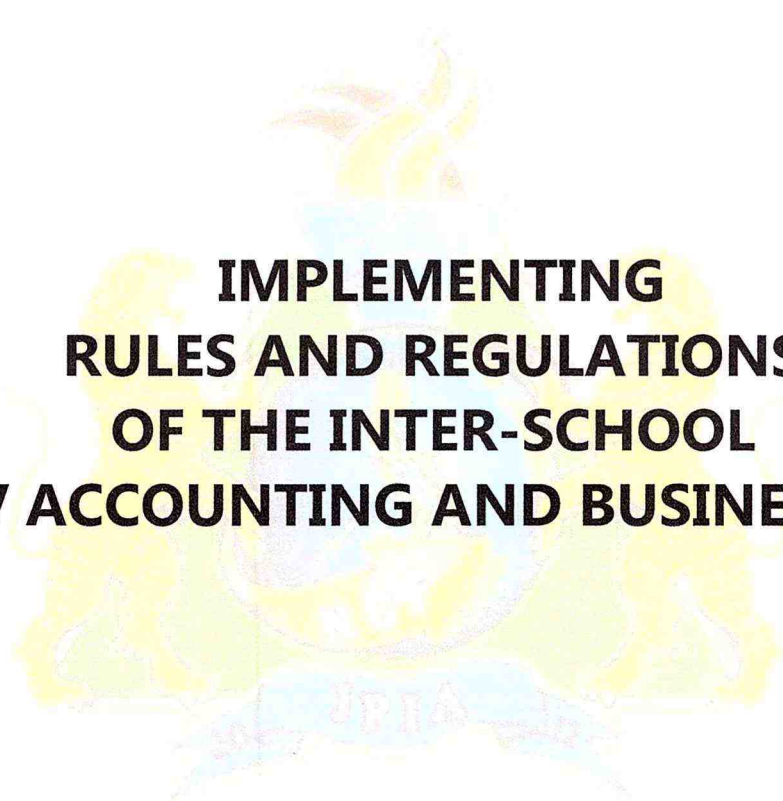
Noted by:

**DR. NORA ELIZABETH F. MANQUIZ, CPA**  
VP for Academic Affairs, Naga College Foundation, Inc.

Endorsed by:

**ENGR. MARIO C. VILLANUEVA, MBA**  
President, Naga College Foundation, Inc.

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**IMPLEMENTING  
RULES AND REGULATIONS  
OF THE INTER-SCHOOL  
MTV ACCOUNTING AND BUSINESS CUP**

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## BACKGROUND

The Inter-School MTV Accounting and Business Cup is an event of the Naga College Foundation Inc., which aims to give the Senior High School students an opportunity to have a scholarship in any accounting, finance, and other related business. It aims to uphold the academic excellence of the aspiring NCEANs through creative and exciting competitions. Best representatives from each strand are gathered to show off their abilities, skills, and build camaraderie among them.

## OBJECTIVES

The Inter-School MTV Accounting and Business Cup aims to achieve the following:

1. To uphold academic excellence among the aspiring members of the organization.
2. To help the participants assess their knowledge and to help them choose their desired course in the future.
3. To promote sportsmanship and camaraderie among the participants.

## ACADEMIC COMPETITIONS, COVERAGE AND ELIGIBILITY

1. Inter-School MTV Accounting and Business Cup shall be composed of three parts:
  - I. Elimination Round
  - II. Qualifiers Round
  - III. Final Round
2. Only the top half of the participating students for the elimination round will advance to the qualifiers.
3. Only top 10 will advance to final round.
4. The table below shows the topics covered for each part and who are eligible to join each academic competition.

ACADEMIC COMPETITION	COVERAGE	ELIGIBLE PARTICIPANTS
Elimination Round	Basic Accounting, Finance, Management and Business Math	Senior High School Students
Qualifiers Round	Basic Accounting, Finance, Management and Business Math	Senior High School Students
Final Round	Basic Accounting, Finance, Management and Business Math	Senior High School Students

## 1. QUALIFICATION

- 1.1 The competition is open to all Grade 12 students regardless of their academic track.
- 1.2 All contestants shall be bona fide students at their schools and are currently enrolled for the Academic Year 2023-2024.
- 1.3 All contestants must have a basic calculator.

## 2. LIMITS TO PARTICIPATION

- 2.2 Each school is only allowed to send a maximum of ten (10) participants that will participate in the MTV Cup.

## 3. REQUIREMENTS

- 3.1 The school must submit a soft copy of the Endorsement Letter (pro-forma to be provided). This is to certify that the participants are the official representatives of their school and that they are currently enrolled in the said school.
  - 3.1.1 Only one letter containing the names of the participants is needed.
  - 3.1.2 This letter must be noted by the Adviser/SHS Coordinator/Principal.
  - 3.1.3 The endorsement letter must be saved as PDF file with the following file name format:  
**MTV24\_Endorsement Letter\_School Name.pdf**  
Example: *MTV24\_Endorsement Letter\_ Naga College Foundation Inc.pdf*
- 3.2 The endorsement letter must be sent through the e-mail, [caf@ncf.edu.ph](mailto:caf@ncf.edu.ph) and carbon copied to [jpia.ncf.official@gmail.com](mailto:jpia.ncf.official@gmail.com) on or before April 8, 2024.
- 3.3 The email subject to be used is as follows:  
**MTV24\_Registration\_School Name.pdf**  
Example: *MTV24\_Registration\_ Naga College Foundation Inc.pdf*
- 3.4 The **final** and **official list** of pre-registered contestants will be posted on April 9, 2024, on the **College of Accountancy and Finance – Naga College Foundation and Junior Philippine Institute of Accountants- Naga College Foundation Chapter** Facebook pages.

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#### **4. BOARD OF JUDGES**

- 4.1 For the purpose of presenting an independent and intelligent decision, arbiters shall consist of Certified Public Accountants and Accounting Instructors.
- 4.2 The board of judges shall have the sole and exclusive authority to clear or answer any protest/ clarification made by the contestant.
- 4.3 During the Final Round, any question raised shall be limited to a 3-minute discussion only. This is to protect the proceedings of the time of the contest.
- 4.4 In case of non-settlement within the 3-minutes time allotted, the contest will continue to proceed while further discussion is made by the board of judges. Decision/s will be announced as soon as the verdict is available. The contest should strictly proceed to the next question.
- 4.5 Board of judges' decision is final and irrevocable.

#### **5. GENERAL CONTEST RULES AND MECHANICS**

##### **5.1 FIRST PART: ELIMINATION ROUND**

- 5.1.1 All the participants endorsed by the school are qualified to participate in this round. Students not included in the endorsement letter will not be allowed to take the test.
- 5.1.2 The participants will be given a 60-item individual written examination covering topics related to accounting, business, finance, and business math.
- 5.1.3 Only the basic calculator, ballpen, pencil, answer sheet and scratch papers provided by the facilitators are allowed to be on the desk of the participant during the examination. These will be checked before the start of the test proper.
- 5.1.4 The participants are only allowed to answer the test paper as soon as the quizmaster says the word "Go".
- 5.1.5 The participants will be given two (2) hours to answer the test.
- 5.1.6 After the allotted time, facilitators will be collecting the test questions, answer sheet, and scratch papers of the participants.
- 5.1.7 The papers will be checked by the tabulation and audit committee.
- 5.1.8 The top 50% of the participating students during the elimination round will then advance to the Qualifiers.

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## 5.2 SECOND PART: QUALIFIERS

- 5.2.1 Each contestant will be given a designated number during the contest proper for easy tabulation.
- 5.2.2 Each contestant shall be given a flashcard (A, B, C, D) which will be used in showing the answers.
- 5.2.3 Contestant must be in the contest room at least 20 minutes before the start of the contest proper.
- 5.2.4 Only the basic calculator, flashcards and clean paper are allowed to be on the desk of the contestant during the competition. These will be checked before the start of the contest proper.
- 5.2.5 The question will be flashed on the screen, while simultaneously read by the quizmaster. Contestants are allowed only to manipulate their calculators once the quizmaster says "Go".
- 5.2.6 The contestants are allowed to show their flashcards as soon as the quizmaster says the word "Stop".
- 5.2.7 Any contestant who violates provisions in 5.2.5 and 5.2.6 shall be given a warning for the 1st offense. On the second offense, he/she will be given a sanction of accumulating only 70% of his/her total score garnered in all rounds. Violations for the 3rd time shall mean disqualification of the contestant from the competition in general.
- 5.2.8 The Qualifiers round shall be comprised of three (3) levels, namely: Easy, Average, and Difficult. In case of tie after the difficult level, clincher questions shall be given to the contestants until the deadlock is broken. Time allotment, number of items, and the corresponding points are as follows:

	<b>EASY</b>	<b>AVERAGE</b>	<b>DIFFICULT</b>	<b>CLINCHER</b>
Time allotment: <ul style="list-style-type: none"><li>• Theories</li><li>• Problems</li></ul>	10 seconds 20 seconds	10 seconds 45 seconds	10 seconds 60 seconds	10 seconds 30 seconds
Number of Items	7	7	10	-
Corresponding points	3	5	8	-

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- 5.2.9 The board of judges or the in-charge officer may extend the time prescribed depending on the complexity of the question.
- 5.2.10 Contestants will be given one (1) minute after each round to raise a question, a protest, or a clarification about the preceding round. Protests/clarifications/concerns will only be acknowledged if the participant raises his/her hand during the allotted time. After the allotted time has elapsed, the facilitator shall proceed to the next round. Hence, protests, clarifications, or any concerns shall no longer be entertained.
- 5.2.11 The contestants are the only persons who have vested rights to raise concern, protest, and/ or clarification.
- 5.2.12 In case where a question was voided upon the recommendation of the Board of Judges or by the Academics Committee, questions coming from those reserved in anticipation of a clincher round shall be arbitrarily taken to replace the voided question.
- 5.2.13 In case of a tie at the end of the three (3) levels, tie breaker questions shall be asked until the deadlock is broken. This shall be called "The Clincher". Tie breaker question/s shall have NO bearing on the cumulative score of the contestants. Whoever gets the right answer and raises his flashcard first shall advance to the next round or otherwise be declared the winner, whichever is applicable.
- 5.2.14 Cheating of any form or kind will not be tolerated. Anyone caught cheating will automatically be disqualified.
- 5.2.15 The top ten (10) contestants accumulating the highest points shall be declared as the top ten (10) and will advance to the Final Round.
- 5.2.16 The students' scores will still be tabulated to determine the Top Performing Schools.

### 5.3 LAST PART: FINAL ROUND

- 5.3.1 Each contestant will be given a designated number during the contest proper for easy tabulation.
- 5.3.2 The Final round is an identification-type and straight problem quiz bee and all points from the qualifiers shall revert to zero (0).
- 5.3.3 Each contestant shall be given a whiteboard which will be used in showing the answers.

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- 5.3.4 Contestant must be in the contest room at least 10 minutes before the start of the contest proper.
- 5.3.5 Only the basic calculator, whiteboard and clean paper are allowed to be on the desk of the contestant during the competition. These will be checked before the start of the contest proper.
- 5.3.6 Upon uttering the first word of the question by the quizmaster, the contestant would then be freely allowed to manipulate their calculators at any time.
- 5.3.7 All questions shall only be read once, whether the question is a theory or a problem requiring solution. Any request to repeat a question or a problem shall not be entertained unless there is an approval by the Vice President for Academics to take over the hub.
- 5.3.8 The contestants may answer at any time, even if the quizmaster is still in the course of reading the problem by raising his/her designated number. However, if the answer of the 1<sup>st</sup> participant to raise his/her whiteboard is wrong, he/she cannot raise another answer again.
- 5.3.9 The contestant shall raise his/her answer after being acknowledged by the quizmaster.
- 5.3.10 After the allotted time has elapsed, all contestants shall raise their answers.
- 5.3.11 The contestants should write their answers clearly and legibly on the provided whiteboard.
- 5.3.12 The Final round shall be comprised of three (3) levels, namely: Easy, Average, and Difficult. In case of tie after the difficult level, clincher questions shall be given to the contestants until the deadlock is broken. Time allotment, number of items, and the corresponding points are as follows:

	<b>EASY</b>	<b>AVERAGE</b>	<b>DIFFICULT</b>	<b>CLINCHER</b>
Time allotment: • Theories • Problems	20 seconds	30 seconds	60 seconds	30 seconds
Number of Items	7	7	10	-
POINTS – 1 <sup>ST</sup> to answer	3	5	8	-
POINTS – after the allotted time	1	2	4	-

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- 5.3.13 The board of judges or the in-charge officer may extend the time prescribed depending on the complexity of the question.
- 5.3.14 Contestants will be given one (1) minute after each round to raise a question, a protest, or a clarification about the preceding round. Protests/clarifications/concerns will only be acknowledged if the participant raises his/her hand during the allotted time. After the allotted time has elapsed, the facilitator shall proceed to the next round. Hence, protests, clarifications, or any concerns shall no longer be entertained.
- 5.3.15 The contestants are the only persons who have vested rights to raise concern, protest, and/ or clarification.
- 5.3.16 In case where a question was voided upon the recommendation of the Board of Judges or by the Academics Committee, questions coming from those reserved in anticipation of a clincher round shall be arbitrarily taken to replace the voided question.
- 5.3.17 In case of a tie, tie breaker questions shall be asked until the deadlock is broken. This round shall be called the "Clincher Round". Tie breaker question/s shall have NO bearing on the cumulative score of the contestants. Whoever gets the right answer and raises his flashcard first shall advance to the next round or otherwise be declared the winner, whichever is applicable.
- 5.3.18 Cheating of any form or kind will not be tolerated. Anyone caught cheating will automatically be disqualified.
- 5.3.19 The top five (5) contestants accumulating the highest points shall be declared as the 1st place, 2nd place, 3rd place, 4th place and 5th place, respectively.

## **6. AWARDS AND RECOGNITIONS**

- 6.1 The participating students, their advisers and the school will receive certificates that will be given during the awarding ceremony.
- 6.2 Students who will qualify in the rating set by the organizers will be awarded scholarship grants.
- 6.3 The Top 5 students in the Final Round will receive medals, book vouchers, certificates, and full scholarship.

<b>Scholarship Grants</b>	
ALL PARTICIPANTS	25% TUITION FEE DISCOUNT FOR ONE (1) YEAR
TOP 75%- ELIMINATION ROUND	50% TUITION FEE DISCOUNT FOR ONE (1) YEAR
QUALIFIERS	75% TUITION FEE DISCOUNT FOR ONE (1) YEAR
TOP 50% QUALIFIERS	VILLANUEVA B*
TOP 10 FINAL ROUND	M.T VILLANUEVA CAF Full Scholarship
TOP 5 FINAL ROUND	M.T. VILLANUEVA CAF Full Scholarship + 500 PESOS BOOK VOUCHER per semester

\*The top 50% participants in the Qualifiers round shall automatically receive a Villanueva B scholarship, however, this can be upgraded to Villanueva A scholarship upon meeting the required points set by the academic committee during the event.

6.4 The above-mentioned scholarship grants and book vouchers are subject to the institutional scholarship policy.

6.5 The Top 3 Performing Schools will also receive trophies and certificates.

## **7. POINTING SYSTEM**

7.1 The following is the pointing system in determining the Top Performing School.

<b>PLACE</b>	<b>POINTS</b>
1 <sup>ST</sup>	10
2 <sup>ND</sup>	8
3 <sup>RD</sup>	7
4 <sup>TH</sup>	6
5 <sup>TH</sup>	5
6 <sup>TH</sup> to 10 <sup>TH</sup>	3
Qualifiers	1

7.2 The pointing system shall be followed strictly, objectively, and impartially.

7.3 The group with the highest total number of accumulated points shall be awarded as the Top Performing School of the Inter-School MTV Accounting and Business Cup.

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## **8. ENFORCEMENT OF THE IMPLEMENTING RULES AND REGULATIONS**

- 8.1 It shall be the primary duty of the Academic Committee and the College of Accountancy and Finance to efficiently and effectively enforce the provisions of this Implementing Rules and Regulations. The College also has the sole right to interpret the contents of this Implementing Rules and Regulations and their decisions will be final and irrevocable.
- 8.2 The Dean or his/her duly designated representative shall act as legal adviser to the Vice President for Academics and the College and shall render legal assistance as may be necessary in carrying out the provisions of this Implementing Rules and Regulations.

## **9. AMENDMENTS OR REVISIONS**

- 9.1 The Executive Officers or facilitators assigned to academic events shall be vested with the exclusive power to revise and amend the Implementing Rules and Regulations.
- 9.2 Amendments to provisions in this Implementing Rules and Regulations shall be allowed provided that such amendments will be communicated to stakeholders at least a week before it could take effect.

## **10. SEPARABILITY CLAUSE**

- 10.1 If any clause, provision, paragraph or part of this Implementing Rules and Regulations shall be declared unconstitutional or invalid, such judgment shall not affect, invalidate, or impair any other part hereof, but shall be merely confined to the clause, provision, paragraph, or part directly involved in the controversy in which such judgment has been rendered.

## **11. REPEALING CLAUSE**

- 11.1 Any rule and regulation or resolution or part/s thereof inconsistent with the provisions of this Implementing Rules and Regulations are hereby repealed or modified accordingly.

## **12. EFFECTIVITY**

- 12.1 This implementing Rules and Regulations shall take effect immediately after its presentation and approval from the Executive Board. Promulgated this 15th day of March 2024.

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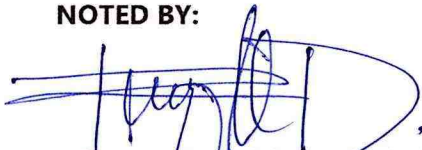
**PREPARED BY:**



**GWYNETH MAE I. CAÑETE**


*President, JPIA*

**NOTED BY:**



**DARYL R. REMOQUILLO, CPA**  
*Adviser, JPIA-NCF*

**APPROVED BY:**



**LORENCE ASTER B. PELLEJERA, MBA, CPA**

*Dean, College of Accountancy and Finance*

