



DEPARTMENT OF EDUCATION  
OFFICE OF THE UNDERSECRETARY  
FOR REGIONAL OPERATIONS

MEMORANDUM

URGENT

Scholarship No. 38, s. 2014

TO : Undersecretaries and Assistant Secretaries  
Regional, Bureau and Center Directors  
Schools Division Superintendents  
Chiefs and Heads of Divisions  
Heads of Public Elementary, Secondary and VocTech Schools

SUBJECT : Nomination of Participants for 2015 Australia Awards  
Scholarships (June 2015 Intake-Targeted Category)

DATE : 8 October 2014

1. The **AUSTRALIA AWARDS SCHOLARSHIPS (AAS)** are long term development awards administered by the Department of Foreign Affairs and Trade (DFAT). The scholarships aim to contribute to the long term development needs of Australia's partner countries in line with the bilateral and regional agreements.
2. The training provides the scholars a one-year masteral program in Australian institutions, to gain the necessary skills and working knowledge to build their capacity in the implementation of specific projects embodied in their Re-Entry Action Plans (REAPs). These projects are directly linked to the reform interventions currently being done in the Department of Education.
3. For June 2015 Intake, the Department of Education announces the opening of application to the AAS for the following fields of study:

Office	Field of Study	Position/Level	Requirements
Planning/ RSD/ EMIS/ M/E	Management Information Systems (MIS) or Data Science/ Analytics (5 slots)	Open to All Applicants with relevant experience and aptitude	Endorsed by the Heads of Division and Region



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Central Office	Human Resource Management/Organizational Development (1 slot)	Open to All Applicants	Endorsed by their respective Undersecretary or Assistant Secretary
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4. Please refer to Annex A for qualification requirements, details on financial assistance, and documentary requirements.
5. All requirements should be submitted to the Scholarships Secretariat, c/o Maria Lourdes D. Pantoja, Director III, National Educators Academy of the Philippines (NEAP) and concurrent OIC, Staff Development Division, HRDS on or before 19 November 2014
6. Immediate dissemination and appropriate action for this Memorandum is desired.

  
RIZALINO D. RIVERA  
Undersecretary

AAS/Scholarships/dagu/10-8-14

Received: Joseph  
10/17/14  
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<b>Addressee</b>	Undersecretaries and Assistant Secretaries Bureau Regional and Center Directors Schools Division Superintendents Chiefs and Heads of Divisions Heads of Public Elementary, Secondary and VocTech Schools		
<b>Sponsoring Group</b>	Australia Awards Scholarships (AAS)		
<b>Scholarship Program</b>	Management Information Systems (MIS) or Data Science/ Analytics Human Resource Management/Organizational Development		
<b>Application Addressee</b>	Scholarships Secretariat Staff Development Division, HRDS Department of Education Teodora Alonzo Building II DepEd Complex, Meralco Avenue, Pasig City		
<b>Target Participants</b>	Open to All Applicants with experience and aptitude	<b>Number of Nominees</b>	6 slots
<b>Date of the Program</b>	June 2015 Intake	<b>Deadline of Submission of Nominees</b>	November 19, 2014
<b>Website/Contact Numbers</b>	<a href="http://www.australiaawardsphilippines.org">http://www.australiaawardsphilippines.org</a> email: <a href="mailto:sddhrds@gmail.com">sddhrds@gmail.com</a> (02) 6388638/6337237	<b>Endorsement</b>	Division, Regional and CO heads
<b>Scholarship Grant</b>	Airfare both ways, fortnightly stipend, full tuition fees and other compulsory academic fees, overseas health insurance cover, supplementary academic support, establishment allowance, support for fieldwork in the Philippines, if required	<b>DepEd Counterpart</b>	Salary and benefits of the nominee for the duration of the award



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ANNEX A

**A. QUALIFICATION REQUIREMENTS**

**1. Philippine Government**

- a. Candidate must have rendered at least three (3) years of service;
- b. Must hold a permanent appointment;
- c. Must have a college degree related to the field of study or has sufficient demonstrated ability and experience along the field of study;
- d. Must have obtained at least a very satisfactory (VS) performance rating for two consecutive periods preceding the nomination
- e. Must not have a pending application for scholarship under another program; and
- f. Must have rendered the service obligation required under Executive Order 367 for scholarship recently concluded before he/she could again nominated for another course where the field of study is different from the previous training;
- g. Should not have post-graduate degrees or have not completed academic requirements on the same field of study; master degree holders may still apply, provided that the previous degree is different from the field of study stated.

**B. FINANCIAL ASSISTANCE**

- a. DepEd will provide the salary and other entitlements of the scholar for the duration of the award
- b. Donor Country will provide the following benefits to scholar:
  - a. Airfare both ways
  - b. Fortnightly stipend
  - c. Full tuition fees and other compulsory academic fees
  - d. Overseas Health Insurance Cover
  - e. Supplementary Academic Support
  - f. Establishment Allowance
  - g. Support for fieldwork in the Philippines, if required

**C. DOCUMENTARY REQUIREMENTS (DEPED)**

- Supporting documents to be submitted prior to screening and evaluation:
- a. Updated Personal Data Sheet/Resume with list of in-service training and seminars attended (spell out acronyms of organizer/s and topic/s or subject/s of the training; certificates of training **NEED NOT** be submitted);





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- b. A letter of nomination addressed to the Chair of DepEd Scholarship Committee signed by the Regional Director/Assistant Secretary/Undersecretary or its duly authorized official;
- c. Certified copy of service record;
- d. Photocopy of Diploma (Baccalaureate/graduate);
- e. Photocopy of Transcript of Records (Baccalaureate/graduate);
- f. Certification that the nominee has no pending scholarship nomination to other program;
- g. Certified copy of statement of actual duties and responsibilities;
- h. Copy of Passport.

Other documentary requirements to be submitted **if accepted**:

- a. Assurance of utilizing the services of the nominee if accepted for a period of not less than four (4) years for every year of scholarship, or a fraction thereof not less than six (6) months, or as provided under EO 367 amending EO 129;
- b. That the scholar will be paid his or her full salary while on training and shall be extended other financial privileges pursuant to the Executive Order (EO);
- i. Certification that the nominee has no pending administrative and criminal case;
- j. Ombudsman Clearance;
- k. Certification from the school/division that the nominee has no financial and office accountabilities;
- l. Re-Entry Action Plan (REAP)
- m. Scholarship Contract (MOA).

**D. APPLICATION PROCESS REQUIREMENTS (AAS Application Process)**

- a. The ExeCom chooses the field of studies being offered for Australia Awards Scholarships
- b. Dissemination of scholarship information to Schools, Divisions, Regions, and Central Office;
- c. Submission of application forms and documentary requirements to the Scholarships Secretariat at the Staff Development Division, HRDS at the Central Office;
- d. Initial paper evaluation is done;
- e. The Scholarships Secretariat forwards the applications to the designated Undersecretary or Assistant Secretary for assessment and evaluation



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- f. If the Undersecretary or Assistant Secretary deems that :
  - i. the applicant is qualified based on the documentary evaluation,
  - ii. his or her past performance clearly manifests his or her contribution in the performance of his or her office,
  - iii. and his or her potential benefit of the candidate's studies in Australia to the Department,the Undersecretary or Assistant Secretary shall forward their endorsement to the Office of the Undersecretary for Regional Operations;
- g. Final assessment and ranking of eligible candidates;
- h. Nomination of eligible candidates to the Australia Awards Scholarships (thru the Philippine\_Australia Human Resource and Organizational Development Facility).

**E. PROGRAM CRITERIA (AAS Application Process)**

- a. A nominee must earn the highest points in the assessment and evaluation process being done by the respective Undersecretary or Assistant Secretary.
- b. A candidate must be able to pass the IELTS examination. However, passing the IELTS test is not a guarantee to be eligible for scholarship.