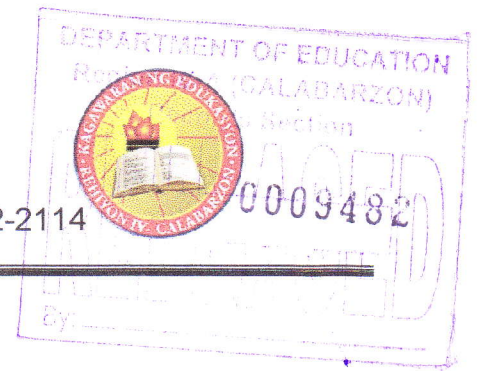




Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
**REGION IV-A CALABARZON**  
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Email: [deped\\_ro4a@yahoo.com](mailto:deped_ro4a@yahoo.com) Fax: (02)682-2114



**MEMORANDUM**

To : **ALL SCHOOLS DIVISION SUPERINTENDENTS**

From : **DIOSDADO M. SAN ANTONIO**  
Director IV

Subject : **SUBMISSION OF NOMINEES & DOCUMENTS FOR THE POOL OF CANDIDATES FOR SCHOLARSHIP IN DIFFERENT LEARNING AREAS for CY 2015 – 2016.**

Date : July 1, 2015

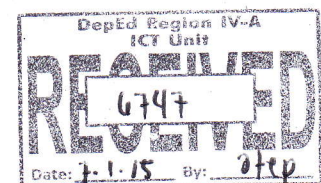
In anticipation of the different scholarship programs offered local and abroad, and to recommend the most qualified nominees, this office is on process of preparing the Human Resource Development (HRDD) pool of scholarship nominees for CY 2015 – 2016. Anent to this, each Schools Division Office (SDO) is requested to submit three (3) nominees (1 Elementary and 1 Secondary teachers and 1 school head) in every learning area to the Regional Office Pool of Candidates for Scholarships.

Nominees must have the following qualifications:

1. Candidates must have rendered at least 3 years of service,
2. Must hold a permanent appointment,
3. Must have a college degree related to the field s/he is teaching or has demonstrated sufficient ability and experience along her/his learning area,
4. Must have obtained at least a "Very Satisfactory" performance rating for two consecutive periods,
5. Must have no pending application for scholarship in another program,
6. Must be proficient in spoken and written English, and
7. Must have rendered the service obligation required under Executive Order 367 for scholarship recently conducted before s/he can be nominated again for another course where the field of study is different from the previous training.

Documents to be submitted for preliminary screening in the Regional Office – HRD Division

1. Updated Personal Data Sheet/Resume with list of in-service training and seminars attended for the last 5 years. (Spell out acronyms of organizer/s, and topic/s or subjects of training)
2. Certified copy of statement of actual duties and responsibilities



3. Certified true copy of the following:

- Service Record.
- Diploma (Baccalaureate/graduate)
- Transcript of records (baccalaureate/graduate)
- English proficiency result

Nominations and documents should be submitted via email to [td\\_calabarzon@yahoo.com](mailto:td_calabarzon@yahoo.com) on or before July 21, 2015 to the office of the Human Resource Development Division (HRDD), Regional Office.

Immediate dissemination and appropriate action for this Memorandum is desired.