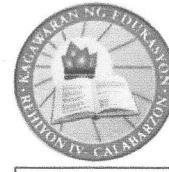




Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
Gate 2 Karangalan Village
1900 Cainta, Rizal



TO : SCHOOLS DIVISION SUPERINTENDENT

FROM : DIOSDADO M. SAN ANTONIO
Director IV

SUBJECT : SUBMISSION OF LISTS OF NAMES OF QUALIFIED CANDIDATE FOR SEAMEO SEN REGIONAL CENTER FOR SPECIAL EDUCATION

DATE : February 04, 2019

1. With reference to DM-CI-2019-00016 on Regular Courses of SEAMEO SEN Regional Center for Special Education Fiscal Year 2018-2019, Scholarship Program. This Office requests each Schools Division Office (SDO) to submit the name and documents of one (1) nominee for the said scholarship. The deadline for submission will be on February 08, 2019
2. Kindly email the required documents to hrd.calabarzon@deped.gov.ph on or before February 08, 2019.
3. Please refer to the attached lists of requirements of the said applicant for the said scholarship.
4. Immediate dissemination of and appropriate action for this Memorandum is desired.



Trunk Line: (02) 682-5773 / 647-4914 / 647-7487
Fax: (02) 682-2114
Website: depedcalabarzon.ph
Facebook: DepEd R-4A Calabarzon



Qualification	Documentary Requirements
a. Filipino citizen	1. Personal Data Sheet
b. Not more than 45 years old	
c. Must have rendered at least five (5) years of service in the government (DepEd) at the time of nomination	2. Service record
d. Must hold a permanent appointment at the organization nominating him/her	3. endorsement from the School Head, Division Superintendent, and Regional Director or their designate
e. Must have five (5) or more years of work experience in special education	
f. Must have no pending administrative and/or criminal case	4. Statement of present actual duties and responsibilities relevant to the course/program, signed by the immediate supervisor
g. Must have no pending nomination for scholarship in another program/course or have already rendered the required service obligation for a scholarship previously enjoyed	
h. Must have a college degree and/or professional experience related/relevant to the course he/she is applying for	5. Certification (Annex A)
i. Must have a good command of the English language (spoken and written)	
j. Physically and medically fit to travel and undergo foreign training	6. Transcript of Record
k. Must possess a valid passport	7. Letter of Application addressed to the donor organization <ul style="list-style-type: none"> a. Why do you want to be part of the program? b. What initiatives do you plan to implement so your school/office will benefit from this program?
	8. Medical certificate with attached lab exam results (CBC, Chest X-ray, ECG & Pregnancy test for women)
	9. copy of valid passport (personalia pahina only)