



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**

**DIVISION MEMORANDUM**  
No. 089, s. 2023

July 14, 2023

**CALL FOR NOMINATION FOR SEAMEO-RECSAM REGULAR COURSE OFFERINGS**

To: Assistant Schools Division Superintendent  
Division Chiefs  
Public Schools District Supervisors  
Public School Heads  
Public School Teachers

1. This is in reference to Regional Memorandum HRDD-2023-170 dated July 6, 2023, signed by Allan G. Farnazo, Director IV re: Call for Nomination for SEAMEO-RECSAM Regular Course Offerings.
2. The deadline for the submission of the accomplished Nomination Form and other documents will be on September 15, 2023. The Nomination Form can be downloaded through this link: <https://bit.ly/SEAMEORECSAMFY23-24>.
3. Other details of the said activity are found in the enclosures.
4. For information and dissemination

*Melanie P. Estacio*  
**MELANIE P. ESTACIO**

SIC-Schools Division Superintendent

Schools Division of Digos City

7/14/23 RECORDS SECTION

**RELEASED**  
27-104897

DATE: JUL 18 2023 TIME: 9:11am

BY: *[Signature]*



RECORDS

23-21246



Republic of the Philippines  
**Department of Education**  
DAVAO REGION

Schools Division Office - Davao Region  
RECORDS SECTION

RECEIVED 104847

DATE: 10 JUL 2023 TIME 10:14  
BY: [Signature]

Office of the Regional Director

**REGIONAL MEMORANDUM**

HRDD-2023-170

To : Assistant Regional Director  
Schools Division Superintendents

Subject: CALL FOR NOMINATION FOR SEAMEO-RECSAM REGULAR  
COURSE OFFERINGS

Date : July 6, 2023

The Southeast Asian Ministers of Education (SEAMEO) Regional Center for Special Education Needs (SEN) is accepting nominees for its customized course entitled "**Functional Curriculum for Learners with Special Educational Needs**" which will begin on May 6-31, 2024.

In this connection, the deadline for the submission of the accomplished nomination form and other documents will be on September 15, 2023. Hence, interested applicants may download the nomination form from <https://bit.ly/SEAMEORECSAMFY23-24>. Further details and other information are provided in the enclosures.

For more information, email [scholarships@deped.gov.ph](mailto:scholarships@deped.gov.ph).

Immediate dissemination of this Memorandum is desired.

**ALLAN G. FARNAZO**  
Director IV

DEPARTMENT OF EDUCATION ROXI  
RECORDS SECTION

By the Authority of the Regional Director

Enclosed: As Stated.

RELEASED

**REBONFAMIL R. BAGUIO**  
Director III

ROH3/glv

By: [Signature]  
Date: July 07, 2023  
Time: 21246



Address: F. Torres St., Davao City (8000)  
Telephone Nos.: (082) 291-1665; (082) 221-6147

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Republika ng Pilipinas

# Department of Education

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



**MEMORANDUM**  
**DM-OUHROD-2023-0878**

**TO :** Regional Directors  
Schools Division Superintendents  
Public and Private Elementary and Secondary School Heads  
All Others Concerned

**From :** *[Signature]*  
**GLORIA JUMAMIL-MERCADO**  
Undersecretary for Human Resource and Organizational Development

**SUBJECT :** CALL FOR NOMINATION FOR SEAMEO-RECSAM REGULAR  
COURSE OFFERINGS FOR FY 2023-2024

**DATE :** June 30, 2023

The SEAMEO Regional Centre for Special Education Needs (SEAMEO SEN) announces the offering of its customized course titled "Functional Curriculum for Learners with Special Educational Needs." The course details are as follows:

| Regular Courses                     | Course Code | Course Title   | Date                        | No. of Scholarship Offered | Deadline of Nomination |
|-------------------------------------|-------------|--|-----------------------------|----------------------------|------------------------|
| For Fiscal Year 2023/2024 (Batch 1) | RC-PS-148-1 | Embracing Inquiry-Based Science Education to Enhance Instructional Capacity of Primary Science Teachers                  | 7 August – 1 September 2023 | 2                          | July 11, 2023          |
|                                     | RC-PM-148-2 | Promoting Inquiry Learning in Primary Mathematics  |                             | 2                          |                        |
| For Fiscal Year 2023/2024 (Batch 2) | RC-SS-148-3 | Enhancing Secondary Science Education Through Professional Learning Community (PLC) Engaging in Classroom-Based Research | 6 – 31 May 2024             | 1                          | September 15, 2023     |
|                                     | RC-SM-148-4 | Implementing School-Based Alternative  |                             | 2                          |                        |

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  | Assessment in<br>Secondary<br>Mathematics<br>Education |  |  |  |
|--|--|--|--|--|--|

For selection purposes, NEAP encourages each Regional Office to nominate at least one **primary or secondary school teacher of special education**. All nominees must meet the qualifications and submit the documentary requirements as listed in **Enclosure 1**.

The **Participant Nomination Form and required documents must be filled out and uploaded** on or before the set deadline for each course, through this Google Form <https://bit.ly/SEAMEORECSAMFY23-24>. Please use the official DepEd email accounts and submit the documents in PDF.

Applications may be disqualified due to various reasons such as but not limited to incomplete requirements, no official endorsement/s, application was sent directly to through the secretariat's email, discrepancy in documents, etc.

For questions and clarifications, please email the DepEd Scholarship Secretariat at [scholarships@deped.gov.ph](mailto:scholarships@deped.gov.ph)

Immediate dissemination of and appropriate action on this memorandum is desired.

## GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST

|                                 |  |
|---------------------------------|--|
| Name:                           |  |
| Scholarship Program:            |  |
| Sponsoring Agency/Organization: |  |
| Region/SDO:                     |  |
| Work Station:                   |  |

| Remarks<br>(✓, ✗,<br>others) | Eligibility   | Documentary Requirements   |
|------------------------------|---|--|
|                              | a. Must be a Filipino citizen.  | Updated Personal Data Sheet  |
|                              | b. Must have obtained a very satisfactory (VS) performance rating for two (2) consecutive years.  | Latest rated performance rating with approved IDP                      |
|                              | c. Must present his/her Individual Development Plan (IDP) that is validated by the head of the office.  |  |
|                              | d. Must be holding a permanent item.  | Updated Service Record   |
|                              | e. Must be physically, mentally, and psychologically fit.   | Medical certificate from any government physician as to health status. |
|                              | f. Must have no master's degree (for those who will apply for a master's degree) and shall have no doctoral degree (for those who will apply for a doctoral degree).              | Updated Personal Data Sheet  |
|                              | g. Must have no current or pending enrollment in other institutions for graduate or postgraduate degree programs (for degree programs).   |  |
|                              | h. Must be willing to sign a Scholarship Contract and commit to its provisions.   | (shall be complied after being officially nominated)                   |
|                              | i. Must be willing to prepare, share, and implement a Scholarship Report and Work Application Plan (WAP).   |  |
|                              | j. Must have no pending administrative, civil, or criminal case, and must have not been found guilty of any violation involving moral turpitude, corruption, or fraud.            | Certificate of no pending administrative/legal charges                 |
|                              | k. Has already finished his/her existing service obligation for a scholarship, if any.<br>**in any case that the HRDD has no existing format, please use Enclosure 2 of this memo | Clearance from HRDD/NEAP   |
|                              | l. Has no pending application for retirement.   |  |
|                              | m. Must be able to render his/her service obligation vis- a- vis duration of the scholarship.   |  |

**SCHOLARSHIP CLEARANCE**

|  |   |   |
|--|---|---|
| <b>I. NAME</b>   |   |   |
| <b>II. Position/Designation</b>  |   |   |
| <b>III. Permanent Station</b>  |   |   |
| <b>IV. Has availed any scholarship program</b>   | <input type="checkbox"/> <b>Yes</b><br><input type="checkbox"/> <b>No</b>   | If yes, fill out sections V-X, as applicable.   |
| <b>V. Scholarship Program</b>  | <b>Program Type</b>   | <b>Title of the Program</b>   |
|  | <input type="checkbox"/> <b>Degree</b><br><input type="checkbox"/> <b>Non-Degree</b>  |   |
| <b>VI. Scholarship Duration</b>  |   |   |
| <b>VII. Status</b>   | <input type="checkbox"/> <b>Completed the course</b><br>(Submit a copy of Certificate of Completion)  | <input type="checkbox"/> <b>Withdrawn from the Course</b><br>(State the reason below) |
| <b>VIII. Reason/s for Non-Completion</b><br>(must be supported by attachments)   | <input type="checkbox"/> <b>Resignation</b> <input type="checkbox"/> <b>Transfer</b> <input type="checkbox"/> <b>Retirement</b> <input type="checkbox"/> <b>Others</b><br><i>Explain further.</i> |   |
| <b>IX. Service Obligation</b>  | <b>No. of Months/Yrs Required</b>   | <b>No. of Months/Yrs Completed</b>  |
|  |   |   |
| <b>X. Reason for Non-Completion</b><br>(must be supported by attachments)  | <input type="checkbox"/> <b>Resignation</b> <input type="checkbox"/> <b>Transfer</b> <input type="checkbox"/> <b>Retirement</b> <input type="checkbox"/> <b>Others</b><br><i>Explain further.</i> |   |
| <i>I hereby attest that the information in this form and the supporting documents attached hereto are true and correct</i> |   |   |

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 Name and Signature of the Scholar

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 Date and Time

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 This is to certify that the information in this form and the supporting documents attached hereto are true and correct

|  |  |               |
|--|--|---------------|
| Name and Signature of the Recommending Authority<br>(SDO - HRDD) |  | Date and Time |
| <b>APPROVED</b>  |  |               |
| Name and Signature of the Recommending Authority<br>(RO-HRDD)    |  | Date and Time |