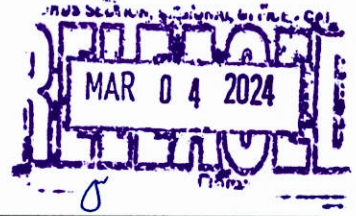




Republic of the Philippines
Department of Education
CARAGA REGION



March 4, 2024

REGIONAL MEMORANDUM
No. 0193, s. 2024

To: ASSISTANT REGIONAL DIRECTOR
SCHOOLS DIVISION SUPERINTENDENTS
This Region

CALL FOR NOMINATION FOR SEAMEO REGIONAL CENTRE FOR
SPECIAL EDUCATIONAL NEEDS SCHOLARSHIP OFFERINGS

1. The field is informed of the two (2) regular courses of SEAMEO SEN for Special Education teachers.
2. For selection purposes, each Schools Division Office is encouraged to nominate one (1) Primary/Secondary/Inclusive/Mainstream School Teacher for Special Education who meet the qualifications set in Enclosure 1 of DM-OUHROD-2024-0306.
3. Documentary requirements of the applicant merged into one portable document format (pdf), inclusive of endorsements by the school head and schools division superintendent shall be submitted to the regional office thru **caraga@deped.gov.ph** on or before March 7, 2024.
4. Immediate dissemination of and appropriate action on this Memorandum is desired.

MARIA INES C. ASUNCION
Director III
Officer -in-Charge
Office of the Regional Director

BY THE AUTHORITY OF THE REGIONAL DIRECTOR:


PEDRO T. ESCOBARTE, Jr., PhD, CESO IV
Assistant Regional Director

Encl/s.: As stated
Reference/s: NONE
To be indicated in the Perpetual Index
under the following subjects:

EMPLOYEES LEARNING AND DEVELOPMENT SCHOLARSHIP

HRDD/mrre
03/04/2024



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>



2024-03-03628

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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2024-0306

TO : Regional Directors
Schools Division Superintendents
School Heads
All Others Concerned

FROM : **WILFREDO E. CABRAL**
Regional Director
Officer-in-Charge, Office of the Undersecretary for Human Resource
and Organizational Development

SUBJECT : **CALL FOR NOMINATION FOR SEAMEO REGIONAL CENTRE
FOR SPECIAL EDUCATIONAL NEEDS SCHOLARSHIP
OFFERINGS**

DATE : 23 February 2024

1. The Southeast Asian Ministers of Education Organization Regional Centre for Special Educational Needs (SEAMEO SEN) announces its two (2) regular courses for Special Education teachers, with details as follows:

Course Title	Course Dates	No. of Slots	Target Participants	Deadline
Teaching Strategies for Learners with Comorbidities in Learning Disabilities and Down Syndrome <i>Modality: face-to-face</i>	22-26 April 2024	2 (entitled for partial scholarship excluding flight expenses)	Primary/Secondary /Inclusive/ Mainstream School Teachers for Special Education	11 March 2024
Effective Strategies for Teaching Visual and Performing Arts to Learners with Special Education Needs <i>Modality: face-to-face</i>	13-17 May 2024	2 (entitled for partial scholarship excluding flight expenses)	Primary/Secondary /Inclusive/ Mainstream School Teachers for Special Education	15 March 2024

2. For selection purposes, the National Educators Academy of the Philippines (NEAP) encourages each Regional Office to **nominate at least one (1) Primary/Secondary/Inclusive/Mainstream School Teacher for Special Education**. All nominees must meet the qualifications and submit the documentary requirements listed in **Enclosure 1**.

3. The **Participant Nomination Form** and required documents must be **accomplished and uploaded (in PDF form) on or before the set deadlines**, through the Microsoft Form which can be accessed through the link <https://forms.office.com/r/dmKgf22LX6>. Kindly use official DepEd email accounts in submitting the requirements.
4. Please note that applications may be disqualified due to various reasons, such as but not limited to, incomplete requirements, lack of official endorsement/s, sending of application directly to the Secretariat's email, discrepancies in documents, etc.
5. For further information or any concerns, please contact the NEAP Scholarship Secretariat through email scholarships@deped.gov.ph and or landline (02) 8715-9919.
6. Immediate dissemination of and appropriate action on this Memorandum are instructed.

[NEAPScholarshipSecretariat/Bedana]

GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST

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

Remarks (✓, X, 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. **in any case that the HRDD has no existing format, please use Enclosure 2 of this memo l. Has no pending application for retirement.	Clearance from HRDD/NEAP
	m. Must be able to render his/her service obligation vis- a- vis duration of the scholarship.	

[Enclosure 2]

SCHOLARSHIP CLEARANCE

I. NAME		
II. Position/Designation		
III. Permanent Station		
IV. Has availed any scholarship program	☐ Yes ☐ No	If yes, fill out sections V-X, as applicable.
V. Scholarship Program	Program Type	Title of the Program
	☐ Degree ☐ Non-Degree	
VI. Scholarship Duration		
VII. Status	☐ Completed the course (Submit a copy of Certificate of Completion)	☐ Withdrawn from the Course (State the reason below)

VIII. Reason/s for Non-Completion (must be supported by attachments)	☐ Resignation ☐ Transfer ☐ Retirement ☐ Others <i>Explain further.</i>	
IX. Service Obligation	No. of Months/Yrs Required	No. of Months/Yrs Completed
X. Reason for Non-Completion (must be supported by attachments)	☐ Resignation ☐ Transfer ☐ Retirement ☐ Others <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>		

Name and Signature of the Scholar		Date and Time	
<i>This is to certify that the information in this form and the supporting documents attached hereto are true and correct</i>			
Name and Signature of the Recommending Authority (SDO - HRDD)		Date and Time	

APPROVED	
Name and Signature of the Recommending Authority (RO-HRDD)	Date and Time