



Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

19 January 2021

DIVISION MEMORANDUM  
DM No. 017, s. 2021

**SUBMISSION OF QUALIFIED NOMINEES FOR SEAMEO RELC SCHOLARSHIP PROGRAMMES**

To: OIC-Assistant Schools Division Superintendents, CID and SGOD Chiefs, Education Program Supervisors and Specialists, Public Schools District Supervisors, Secondary and Elementary Schools Heads, Teachers and All Concerned

1. With reference to **Regional Memorandum No. 22 s. 2021** regarding the **Submission of Qualified Nominees for SEAMEO RELC Scholarship Programmes**, this Office invites all qualified nominees to submit their documents in a soft copy through **sgodhrtd01@gmail.com** on or before **January 29, 2021**.
2. All nominees shall undergo a division screening and shall be notified through text or email.
3. All nominees are also advised to accomplish the attached **Enclosure No. 1**.
4. For the **courses offered and dates, programme objectives, and list of requirements**, please see the attached copy of the Regional Memorandum.
5. Widest dissemination of this Memorandum is desired.

**ELIAS A. ALICAYA, JR., EdD**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent



DEPED - QUEZON  
ICT UNIT

UPLOADED

Date/Time: January 19, 2021

By: Cristell 5:26 P.M.

Ref. No.: DM 017, 2021

hrdmgd1/19/2020

DEPEDQUEZON-TM-SDS-04-009-003



*"Creating Possibilities, Inspiring Innovations"*

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
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Email Address: quezon@deped.gov.ph  
Website: www.depedquezon.com.ph







Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

Enclosure No. 1

**APPLICATION TEMPLATE**

<b>FULL NAME:</b> (Last, First, MI)	
<b>Position:</b>	
<b>School:</b>	
<b>District:</b>	
<b>Contact Number:</b>	
<b>Course Title (being applied for):</b>	

**Educational Background:**

*(Please indicate here in a bulleted form)*

**Significant Accomplishment/s:**

*(Please indicate here in a bulleted form)*

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Republic of the Philippines  
**Department of Education**  
 REGION IV-A CALABARZON  
 GATE 2, KARANGALAN VILLAGE  
 1900 CAINTA, RIZAL



14 January 2021

## Regional Memorandum

**SUBMISSION OF QUALIFIED NOMINEES FOR SEAMEO RELC SCHOLARSHIP PROGRAMMES**

To Schools Division Superintendents

- In reference to DepEd Memorandum DM-CI-2020-00 on the Southeast Asian Ministers of Education Organization Regional Language Centre (SEAMEO RELC) Scholarship Programs for the calendar year 2021, this Office, through the Human Resource Development Division (HRDD) requests each Schools Division Office to submit the name and documents of (1) one qualified nominee per course for this scholarships programs. Please send the document (soft copy) via email at [hrd.calabarzon@deped.gov.ph](mailto:hrd.calabarzon@deped.gov.ph) on or before the application deadline stated on the table below.
- The following are the Southeast Asian Ministers of Education Organization Regional Language scholarships programs

Course Code/ Course Title	Course Dates	Objectives of the Programme	No. of Scholarships Available	Deadline of Submission of Requirements
C113 Advanced Specialist Certificate (I) in Language Assessment	4 May 2021 – 21 May 2021	Provide teachers and school leaders a firm grounding in the basic theoretical principles and practices of planning, constructing and conducting assessment of learning	One (1) Slot	02 Feb 2021
C103 Blended Postgraduate Diploma in Applied Linguistics	6 Jul 2021 – 18 Dec 2021	A SEAMEO RELC's flagship program designed to enhance understanding and practical teaching skills of English language professionals and	One (1) Slot	05 Feb 2021



Trunkline: 02-8682-5773/8684-4914/8647-7487  
 Website: [depedcalabarzon.ph](http://depedcalabarzon.ph)  
 Document Inquiry: <https://r4a-teadoc.com/inquire>  
 Facebook: DepEd IV-A Calabarzon

By: \_\_\_\_\_

19 JAN 2021

By: \_\_\_\_\_

Date/Time: JAN 15 2021

Date/Time: \_\_\_\_\_

By: \_\_\_\_\_

"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"

SDS OFFICE

SGOD

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RECEIVED 2021

15 JAN 2021



		minimum demand on timeout of the country		
CELT-S: Certificate in English Language Teaching – Secondary Education	2 Aug 2021 – 28 Feb 2022	CELT-S is a qualification designed for English language teachers working in secondary education (ages 11-18)	One (1) Slot	02 Feb 2021
C419 Specialist Certificate in Professional Development of Teacher Leaders/Super visors	14 Sept 2021 – 1 Oct 2021	This course is meant for teacher leaders and supervisors who are engaged in the planning of language professional development programs for in-service ELT teachers	One (1) Slot	07 Feb 2021

3. The scholarships cover all registration fees, tuition fees, subsistence allowance, airfare and accommodation for the period of stay at RELC, Singapore. Nominees to all programs except MA TESOL that do not hold the minimum IELTS or TOEFL requirement would be required to sit for a Selection Test to assess their language proficiency level. Nominees to the MA TESOL program on the other hand, are required to meet the IELTS or TOEFL requirement.
4. To be eligible for the program, interested parties must:
  - a. Have an approved bachelor's degree (or equivalent qualifications) in Linguistics, English Language, TESOL or education;
  - b. Have at least two (2) years of full-time English language teaching experience in English language / curriculum planning and language development programs;
  - c. Meet the minimum language scores set for the specific programs.
  - d. Be below fifty (50) years old;
  - e. Be proficient in spoken and written English; and,
  - f. Be in good mental and physical.
5. Please refer to the attached **list of requirements** for the said scholarship. A notice/letter will be sent through email for those who will qualify for interview.
6. Immediate dissemination of and appropriate action for this Memorandum is desired

  
**WILFREDO E. CABRAL**  
 Director IV



ANNEX A  
LIST OF REQUIREMENTS

Qualification	Documentary Requirements
a. Filipino citizen	1. Updated Personal Data Sheet
b. Must be 50 years old below	2. Endorsements from the head of office
c. Must have rendered at least five (5) years of service in the government (DepEd) at the time of nomination	a. endorsement from school principal/division chief
d. Must hold a permanent appointment at the organization nominating him/her	b. endorsement from the Schools Division Office through the Office of the SDS
e. Must have no pending administrative and/or criminal case	c. Nomination Letter from the Regional/Bureau Director or his/her duly authorized representative (thru the Regional HRDO Chief)
f. Must have a college degree and/or sufficient demonstrated ability and experience related/relevant to the course he/she is applying for	
g. Must have a good command of the English language (spoken and written)	
h. Must have professional development needs aligned with the KRAs of the organization	
i. Must have outstanding accomplishments related/loading to the program applying for	
j. Must have no pending nomination for scholarship in another program/courses or have already rendered the required service obligation for a scholarship previously enjoyed	
k. Physically and mentally fit	
l. Not an expectant mother	