



Republic of the Philippines
Department of Education
CARAGA REGION



September 25, 2023

REGIONAL MEMORANDUM
No. 0915, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

SEAMEO SEN'S SCHOLARSHIP OFFERING FOR NOVEMBER 2023

1. The field is hereby informed of the scholarship offering of SEAMEO Regional Center for Special Educational Needs (SEN) titled: Speech and Occupational Therapy for Learners with Special Educational Needs with the following course details:

Course Title	Speech and Occupational Therapy for Learners with Special Educational Needs
Course Schedule	November 20-24, 2023
No. of Slots	2
Modality	Face to Face
Target Participants	Primary/Secondary/Inclusive/Mainstream School Teacher of Special Education

2. SEAMEO SEN will only be able to offer partial scholarships for accommodations, meals, and educational visits. Please be advised further that all selected participants will cover the cost of the airfare expenses.

3. For selection purposes, each Schools Division Office is encouraged to nominate one elementary or secondary Special Education Teacher. All nominees must meet the qualifications and submit the documentary requirements as listed in **Enclosure 1**.

4. The Participant Nomination Form and the required documents in portable document format (pdf) must be filled out and uploaded **on or before September 26, 2023** through the Google Form at <https://bit.ly/3PeWkZN>. Official DepEd email accounts shall be used in the submission of documents.

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



2023-09-14374

6. For more information, email the DepEd Scholarship Secretariat at scholarships@deped.gov.ph.

7. Immediate and wide dissemination of this memorandum is desired.

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

Encl/s.: As stated

Reference/s: Memorandum DM-OUHROD-2023-1285

To be indicated in the Perpetual Index
under the following subjects:

LEARNING AND DEVELOPMENT TRAINING PROGRAMS SCHOLARSHIP

HRDD/mrre
09/25/2023



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/>



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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	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.	



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2023-1281

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

FROM : *Gloria Jumamil Mercado*
GLORIA JUMAMIL-MERCADO
Undersecretary for Human Resource and Organizational Development

SUBJECT : SEAMEO SEN's Scholarship Offering for November 2023

DATE : September 15, 2023

1. The SEAMEO Regional Center for Special Educational Needs (SEN) announces its scholarship offering on the training titled, "Speech and Occupational Therapy for Learners with Special Educational Needs."

The course details are as follows:

Course Title	Speech and Occupational Therapy for Learners with Special Educational Needs
Course Schedule	November 20-24, 2023
No. of Slots	2 Slots
Modality	Face to Face
Target Participants	Primary/Secondary/Inclusive/Mainstream School Teacher of Special Education

2. Please be advised that SEAMEO SEN will only be able to offer partial scholarships for accommodation, meals, and educational visits. However, please be advised also that all selected participants will cover the cost of their airfare expenses.

3. For selection purposes, NEAP encourages each Regional Office to nominate at least one primary or secondary Special Education Teacher. All nominees must meet the qualifications and submit the documentary requirements as listed in **Enclosure 1**.

4. 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/3PeWkZN> **on or before September 26, 2023**. Please use the official DepEd email accounts and submit the documents in PDF.
5. 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.
6. For questions and clarifications, please email the DepEd Scholarship Secretariat at scholarships@deped.gov.ph.
7. Immediate dissemination and appropriate action on this memorandum is desired.