



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF OZAMIZ CITY**

August 05, 2024

**DIVISIONAL MEMORANDUM**

No. 218, s. 2024

**CALL FOR NOMINATION FOR SEAMEO REGIONAL CENTRE  
SCHOLARSHIPS FOR CALENDAR YEAR 2025**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors (SGOD and CID)  
Concerned Personnel  
This Division

1. In reference to Regional Memorandum No. 0532, s. 2024, re: Call for Nomination for SEAMEO Regional Centre Scholarships for Calendar Year 2025, this Office informs interested and qualified language education teachers in the field on the scholarship programs with the details as follows:

Course Title	Course Schedule	Modality	Deadline of Submission	
			Regional Office	Central Office
1. C111: Advance Specialist Certificate in Teaching Listening and Reading	January 07-24, 2025	Face-to-Face	August 30, 2024	September 13, 2024
2. C112: Advance Specialist Certificate in Teaching Reading and Writing	January 07-24, 2025	Face-to-Face		
3. MTESOL: Master of Teaching English to Speakers of Other Languages	February 24, 2025-February 26, 2026	Blended		
4. C113: Advance Specialist Certificate in Language Assessment	April 08-25, 2025	Face-to-Face		



Address: IBJT Compound, Carangan, Ozamiz City  
Telephone No: (088) 545-09-88  
Telefax: (088) 545-00-00

Our **LEARNERS**: *The Diamonds of the Fortress.*

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Republic of the Philippines  
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REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF OZAMIZ CITY**

5. C419: Specialist Certificate in Professional Development of Teacher Leaders/Supervisors	May 06-23, 2025	Blended		
6. C103: Postgraduate Diploma in Applied Linguistics	July 01-December 12, 2025	Face-to-Face		
7. C423: Specialist Certificate in Technology-Enhanced Language Teaching	September 02-19, 2025	Face-to-Face		
8. C325: Specialist Certificate in TESOL with Cambridge Teaching Knowledge (Foundation) for Secondary/High School Teachers	September 23-October 17, 2025	Face-to-Face	August 30, 2024	September 30, 2024
	January-February 2026	In-country Lesson Observation and Summative Assessment		

2. The nominee must meet the qualifications and submit all the documentary requirements in PDF (see Enclosure 1 for the General Eligibility Requirements/Checklist and Enclosure 2 for the Scholarship Clearance) via <https://tinyurl.com/2u8u42uz> using his/her DepEd email account two days before the Regional Office deadlines of submission.

3. Attached is Regional Memorandum No. 0532, s. 2024 and Memorandum DM-OUHROD-2024-1358 for complete details.

4. As part of the Division's implementation of the Equal Opportunity Policy (EOP), the nominees who will participate in the course shall be selected without discrimination on account of age, sex, sexual orientation, gender identity, civil status, disability, religion, ethnicity, and political affiliation, among others.



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5. For clarifications or inquiries, contact Mary Joy G. Doromal, SEPS-HRD at 09072787553 or Jeanelei L. Carolino, EPS-II (HRD) at 09485802639.
6. Immediate and wide dissemination of this Memorandum to concerned personnel is highly enjoined.

  
**NIMFA R. LAGO, PH.D., CESO VI**

Assistant Schools Division Superintendent  
OIC, Office of the Schools Division Superintendent

Encl.: None

Reference: Regional Memorandum No. 0532, s. 2024 and DM-OUHROD-2024-1358

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

**LANGUAGE TEACHERS      PROFESSIONAL DEVELOPMENT      SCHOLARSHIP**

SGOD/SBC/mgd Call for Nomination for SEAMEO Regional Centre Scholarships  
for Calendar Year 2025  
August 05, 2024



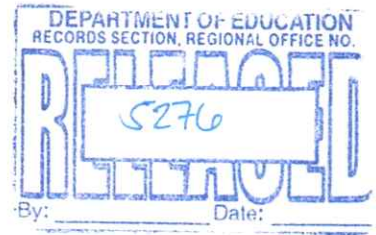
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Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO



July 24, 2024

REGIONAL MEMORANDUM  
 No. 0532, s. 2024

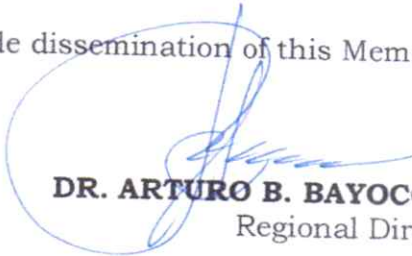
**CALL FOR NOMINATION FOR SEAMEO REGIONAL CENTRE SCHOLARSHIPS FOR CALENDAR YEAR 2025**

To: Schools Division Superintendents  
 Regional Functional Division Chiefs  
 All Others Concerned

1. Regarding Memorandum DM-OUHROD-2024-1358 titled **Call for Nomination for SEAMEO Regional Center Scholarships for Calendar Year 2025**, the field is enjoined to submit **one qualified participant** for the following scholarship programs intended for language education teachers, with details as follows:

Course Title	Course Schedule	Modality	Deadline of Submission	
			Regional Office	Central Office
1. C111: Advance Specialist Certificate in Teaching Listening and Speaking	07-24 January 2025	Face-to-face	30 August 2024	13 September 2024
2. C112: Advance Specialist Certificate in Teaching Reading and Writing	07-24 January 2025	Face-to-face		
3. MTESOL: Master of Teaching English to Speakers of Other Languages	24 February 2025 – 06 February 2026	Blended		
4. C113: Advance Specialist Certificate in Language Assessment	08-25 April 2025	Face-to-face		
5. C419: Specialist Certificate in Professional Development of Teacher Leaders/Supervisors	06-23 May 2025	Blended		
6. C103: Postgraduate Diploma in Applied Linguistics	01 July – 12 December 2025	Face-to-face	30 August 2024	30 September 2024
7. C423: Specialist Certificate in Technology-Enhanced Language Teaching	02-19 September 2025	Face-to-face		
8. C325: Specialist Certificate in TESOL with Cambridge Teaching Knowledge (Foundation) for Secondary/High School Teachers	23 September – 17 October 2025	Face-to-face		
	January- February 2026	In-country Lesson Observation and Summative Assessment		

2. The nominee must meet the qualifications and submit all the documentary requirements in PDF via <https://tinyurl.com/R10-SEAMEO-LANGUAGESCHOLARSHIP> using his/her DepEd email account on or before the Regional Office deadlines of submission.
3. Attached is Memorandum-DM-OUHROD-2024-1358 for complete details.
4. As part of the Region's implementation of the Equal Opportunity Policy (EOP), the nominees who will participate in the course shall be selected without discrimination on account of age, sex, sexual orientation, gender identity, civil status, disability, religion, ethnicity, and political affiliation, among others.
5. This office directs the immediate and wide dissemination of this Memorandum.



**DR. ARTURO B. BAYOCOT, CESO III**  
Regional Director

Atch: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

SCHOLARSHIP

PROFESSIONAL DEVELOPMENT

LANGUAGE TEACHERS

Re: Call for Nomination for SEAMEO Regional Center Scholarships for Calendar Year 2025

HRDD/becky



Republika ng Pilipinas

## Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

**MEMORANDUM**

**DM-OUHROD-2024-1252**

**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 LANGUAGE CENTRE SCHOLARSHIPS FOR CALENDAR YEAR 2025**

**DATE :** 15 July 2024

1. The Southeast Asian Ministers of Education Organization Regional Language Centre (SEAMEO RELC) announces its **Call for Nomination** for its scholarship programs intended for language education teachers for Calendar Year 2025, with details as follows:

Course/Program	Course Schedule	Modality	Deadline of Submission
1. C111: Advanced Specialist Certificate in Teaching Listening and Speaking	07-24 January 2025	Face-to-face	
2. C112: Advanced Specialist Certificate in Teaching Reading and Writing	07-24 January 2025	Face-to-face	
3. MTESOL: Master of Teaching English to Speakers of Other Languages	24 February 2025 - 06 February 2026	Blended	13 September 2024
4. C113: Advanced Specialist Certificate in Language Assessment	08-25 2025	April Face-to-face	
5. C419: Specialist Certificate in Professional Development of Teacher Leaders/ Supervisors	06-23 2025	May Face-to-face	

6. C103: Postgraduate Diploma in Applied Linguistics	01 July - 12 December 2025	Blended	30 September 2024
7. C423: Specialist Certificate in Technology-Enhanced Language Teaching	02-19 September 2025	Face-to-face	
8. C325: Specialist Certificate in TESOL with Cambridge Teaching Knowledge (Foundation) for Secondary/High School Teachers	23 September - 17 October 2025	Face-to-face	
	January - February 2026	In-country Lesson Observation and Summative Assessment	

- For selection purposes, the National Educators Academy of the Philippines (NEAP) encourages **each Regional Office** to **nominate at least two (2) qualified participants**. All nominees must meet the qualifications and submit the documentary requirements listed in the *General Eligibility Requirements/Checklist (Enclosure 1)*. The *Scholarship Clearance (Enclosure 2)* should also be submitted.
- 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/2xXeTTxRyC>. Kindly use official DepEd email accounts in submitting the requirements.
- 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.
- For further information or any concerns, please contact the NEAP Scholarship Secretariat through email [scholarships@deped.gov.ph](mailto:scholarships@deped.gov.ph) and or landline (02) 8715-9919.
- For immediate dissemination and appropriate action.

[NEAP Scholarship Secretariat/ Bedania]

## GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST

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

<b>Remarks (√, X, others)</b>	<b>Eligibility</b>	<b>Documentary Requirements</b>
	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.	

**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> <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> <input type="checkbox"/> <b>Non-Degree</b>	
<b>VI. Scholarship Duration</b>		
<b>VII. Status</b>	<input type="checkbox"/> <b>Completed the course</b>  (Submit a copy of Certificate of Completion)	<input type="checkbox"/> <b>Withdrawn from the Course</b>  (State the reason below)



<b>VIII. Reason/s for Non-Completion</b> (must be supported by attachments)	<input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> Others <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> (must be supported by attachments)	<input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> 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

*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  
 (SDO - HRDD)

\_\_\_\_\_  
 Date and Time

**APPROVED**

\_\_\_\_\_  
Name and Signature of the Recommending Authority

(RO-HRDD)

\_\_\_\_\_  
Date and Time