



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
San Francisco High School Compound, Misamis St.
Bago Bantay, Quezon City




July 8, 2009

MEMORANDUM TO:

Assistant Schools Division Superintendents
Division/ District Supervisors
Elementary/ Secondary School Principals
Officers In-charge

POOL OF PROSPECTIVE SCHOLARS AND GRANTEES

1. In line with the DepEd Scholarship Program, a Scholarship and Training Grant Fellowship Pool shall be maintained by the Scholarship Secretariat.
2. In this connection, please submit nominees in your respective subject areas to this office, through the Division Supervisors (ES & HS).
3. Attached is DepEd Order No. 68, s. 2009 entitled SCHOLARSHIP AND TRAINING GRANT FELLOWSHIP POOL.
4. Attention is invited to paragraph 3 and 6 of the DepEd Order.
5. For immediate compliance.

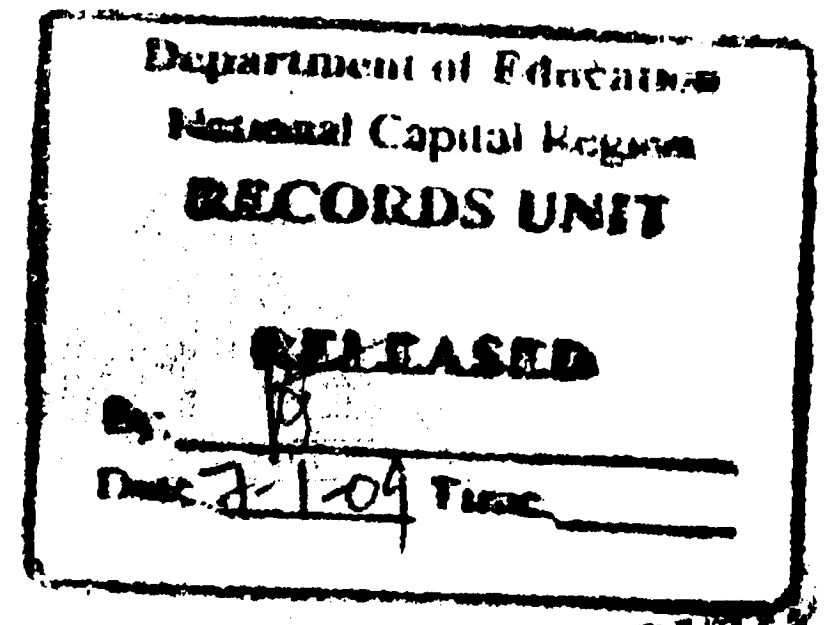

MELEDA H. POLITA
Asst. Schools Division Superintendent
Officer In-Charge

Encls.: As Stated

CN83B 6/30 DepEd order 62



Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON
(DEPARTMENT OF EDUCATION)
PAMBANSANG PUNONG REHIYON
(NATIONAL CAPITAL REGION)
Daang Misamis, Bago Bantay, Lungsod Quezon
(Misamis St., Bago Bantay, Quezon City)



1 July 2009

MEMORANDUM

No. 81 s, 2009

SCHOLARSHIP AND TRAINING GRANT/ FELLOWSHIP POOL

To : **Schools Division Superintendents**
All Others Concerned

1. Enclosed is a copy of DepED Order No. 68, s. 2009 on the above-captioned subject, contents of which are self-explanatory, for information and guidance of all concerned.
2. Particular attention is invited to paragraph nos. 2-5.
3. Immediate dissemination of and compliance with this Order is directed.


TERESITA G. DOMALANTA, CESO III
Director IV

Reference: None

Allotment: 1-(D.O. 50-97)

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

SCHOLARSHIPS
TEACHERS
TRAINING PROGRAMS



JUN 24 2009

DepED ORDER
No. 68, s. 2009

SCHOLARSHIP AND TRAINING GRANT/FELLOWSHIP POOL

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers and Heads of Units
Regional Directors
Schools Division/City Superintendents
All Others Concerned

1. The Department of Education (DepED) fully supports the continuous development of its manpower to improve performance through scholarship/fellowship and training grants local and overseas among others. A Scholarship Secretariat chaired by the Assistant Secretary for Programs and Projects was also constituted.

2. To ensure smooth implementation of the DepED Scholarship Program, equitable allocation of scholarship/fellowship slots and avoid loss of scholarship slots due to delay in submission of nominees, the Scholarship Secretariat shall maintain scholarship/fellowship/training grantees pool from where the nominees to specific programs shall be selected on the basis of criteria set by either the sponsoring agency or the DepED.

3. To facilitate the pooling of prospective grantees, all offices concerned shall on the basis of needs, submit their nominees, to the DepED Scholarship Secretariat. The following guidelines shall be observed in identifying nominees:

- a. All divisions shall maintain its own pool of nominees for specific training areas;
- b. Teachers and school administrators who were recipient of national awards shall be included in the pool; and
- c. Nominees selected should meet the following requirements and should submit the documents enumerated in c.2.

c.1 Requirements:

- Had been in the service for at least 5 years with at least very satisfactory performance for the last two years;
- Has shown strong leadership potential in the school and in the community;
- Has initiated innovations in the area being recommended;
- Has no pending administrative case and a person of good moral character;
- Is certified to be in good health by a local government physician and is fit to undergo serious studies away from his/her family for a week or more to one year;

- Has capability to disseminate or train other teachers/school administrators on the area studied upon returning from training;
- Will serve for two (2) years for every two (2) months and a fraction thereof of every study availed;
- Shall pay back to DepED all expenses incurred by the sponsoring agency including their salary from the Department with an interest of 20%. The grantee shall sign a scholarship contract to this effect witnessed by the School Administrator and the Schools Division Superintendent as guarantor;
- Is computer literate; and
- Is 50 years old and below or depending on the age requirement set by sponsoring organization/agency and/or Department.

c.2 Document for submission:

- Personal Description Form (PDF)
- Service Record
- Certificate of no pending case
- Certificate of good moral character
- Certificate of grades/years and subjects taught for the last 3 years
- Trainings attended for the last three (3) years
- Medical Certificate
- Duly authenticated transcript of records

4. The nominating divisions and regions shall certify that trained personnel shall be utilized in enhancing school performance along the area where they trained on.

5. In cases where fellowships/training courses require counterpart funding like round trip airfare, allowance, etc., the nominating divisions/regions shall certify to pay such expense item. As a general rule, pre-departure expenses of selected scholars shall be charged to local funds.

6. The pool of nominees from each region which shall be grouped by area of study and classified as foreign or local, degree and non-degree shall be indorsed by the heads of schools and/or units to the division which in turn shall indorse same to the region then to the DepED Scholarship Committee Secretariat. A teacher/administrator shall be nominated only to one area. The pool of nominees shall be addressed to:

Office of the Assistant Secretary for Programs and Projects
Chair, Scholarship Committee Secretariat
Department of Education, Meralco Avenue, Pasig City

7. Final evaluation of nominees shall be undertaken by the DepED Scholarship Secretariat which may/shall directly contact the nominee for other needed documents for submission.

8. Immediate dissemination of and compliance with this Order is directed.

Reference:

None

Allotment: 1—(D.O. 50-97)

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

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TEACHERS
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JESLI A. LAPUS
Secretary