

Republika ng Pilipinas  
(Republic of the Philippines)  
KAGAWARAN NG EDUCASYON AT KULTURA  
(DEPARTMENT OF EDUCATION AND CULTURE)  
Manila

May 9, 1978

DEPARTMENT MEMORANDUM  
No. 138, s. 1978

**GUIDELINES ON THE CONTINUING PROGRAM OF GUIDANCE**

To: Bureau Directors  
Regional Directors  
Schools Superintendents  
Heads of Private Schools, Colleges  
and Universities

1. In view of the enthusiastic response from the field and the commendable showing of the first batch of NEC-Philamlife scholars at the University of the Philippines, the Department of Education and Culture and the Philippine American Life Insurance Corporation have agreed to make the scholarship program on guidance (graduate level), which was first offered in school year 1977-1978, a continuing project.

2. This program is in keeping with the rationale that counseling and guidance services are a vital part of the broad program of life-adjustment education. Through the program, individuals can benefit from competent assistance in understanding themselves and the world in which they live. In this context the Department of Education and Culture, in connection with the establishment of a Central Support System and Monitoring Feedback Mechanism for National Testing and Guidance, is maximizing opportunities in training individuals with the greatest potential for effective counseling.

3. The scholarship grants available to qualified teachers/guidance counselors of both private and public schools will cover tuition fees, board and lodging, books, supplies, pocket money, and transportation fare from the places of residence to Manila and back for chosen scholars from the provinces. The scholarship grantees will be chosen from among the five nominees in each of the thirteen regions. Each region will have one scholar. The regional directors are vested with authority to nominate the candidates in their respective regions. The DSC or the private school, as the case may be, will continue to pay the salaries of the scholars for the duration of the scholarship grant covering nineteen months (two summers and three semesters).

4. Candidates for the scholarship program should:
- a. be high school teachers and/or guidance counselors
  - b. be not more than forty years old

- c. have graduated from a duly recognized higher institution of good standing
- d. qualify in a test to be conducted by the Department of Education and Culture
- e. have obtained an over-all average of not less than 2.5 without failing grades in any academic subject in the undergraduate level
- f. sign the IGC Philamlife Scholarship contract with the Department of Education and Culture and the Philamlife Scholarship Committee

5. To enhance the implementation of this school program leading to a master's degree in Education, major in Guidance, for school year 1978-1979, the following guidelines are hereby given:

- a. All nominations should be received at the Philamlife Insurance Company office through the regional directors or before Monday, May 15, 1978.
- b. Nomination forms should be properly addressed as follows:

The Philippine American Life Insurance Company  
P.O. Box 1132, Manila  
Attention: Chairman, Scholarship Committee  
c/o Mr. Arsenio S. Nizon  
Vice President, Administration

- c. Each nomination should be accompanied by:

- (1) Four copies of the attached information sheet duly accomplished by the nominee and certified by the head of his school.
- (2) An original copy of his Transcript of Records and three photo copies or typewritten certified true copies of the same.
- (3) A health certificate duly accomplished by a government physician including a frog test to be submitted before enrollment for married women. There will be no deferral or maternity leave within the scholarship program.
- (4) A certified true copy of the nominee's performance rating for the last three years.
- (5) A certification of clearance from any obligation or pending administrative case by the head of the school.
- (6) Copies of a recent photograph to be attached to the information sheets.

6. Subsequent guidelines on this project will be released in time.

7. Immediate dissemination of the contents of this Department Memorandum is requested.

(SGD.) JOAN L. MANUEL  
Secretary of Education and Culture

Reference:

Department Memorandum: No. 78, a. 1977

Allotment: 1-2-4--(D.O.1-76)

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

~~BUREAUS & OFFICES~~  
~~Course of Study, COLLEGIATE~~  
~~RULES & REGULATIONS~~  
~~SCHOLARSHIP~~  
~~TEACHERS~~