

August 14, 1978

MEMORANDUM  
No. 225, s. 1978

TEACHER TRAINING PROGRAM IN SPECIAL EDUCATION 1979-1980

To Bureau Director,  
Regional Directors  
Chiefs of Services and Heads of Units  
Coordinator State Colleges and Universities  
Schools Superintendents

1 The Scholarship Committee of the Ministry of Education and Culture hereby announces the training program in Special Education for the school year 1979-1980 at the Philippine Normal College and the University of the Philippines

2 Funds for this program will be charged against the appropriations provided for in R.A. No. 3562 entitled "An Act to Promote the Education of the Blind in the Philippines" and R.A. No. 5250, "An Act Establishing a Ten-Year Training Program for Teachers of Special and Exceptional Children in the Philippines and Authorizing the Appropriation of Funds Therefor"

3 The training program for the teachers shall run for a period of one summer and two semesters starting in summer of 1979, and shall lead to a certificate of proficiency in any of the following areas

- a Education of the Gifted/Fast Learners
- b Education of the Mentally Retarded/Slow Learners
- c Education of the Visually Impaired
- d Education of the Hearing Impaired
- e Education of Children with Behavior Problems/  
Emotionally Disturbed

4 Each division may nominate as many as there are qualified candidates for each area of specialization. The screening committee of the regional office will in turn select three (3) candidates for each area of specialization from each division. Researchers of the Special Education Division, Bureau of Elementary Education, will interview and administer tests to candidates recommended by the regional screening committee according to the schedule below

<u>Region</u>	<u>Center</u>	<u>Date</u>
Region I	Vigan, Ilocos Sur	October 9-13, 1978
Regions VII, IX, X and XII	Cebu City	October 23-27, 1978







Region XI	Davao City	October 23-27, 1978
Region VI	Cebu City	November 8-10, 1978
Region VIII	Cagayan City	November 8-24, 1978
Regions II, III, IV IV-A and B	Ministry of Education and Culture	November 4-5, 1978

5. Candidates for the teaching position must meet the following requirements:

- a. Educational qualification - Bachelor's Degree, or its equivalent
- b. Civil service eligibility - Grade 1
- c. Performance rating - Very satisfactory for the last three (3) years
- d. Scholastic ability - Not lower than B or 2 or its equivalent to be able to qualify for admission to the graduate school either at the Philippine Normal College or at the University of the Philippines
- e. Experience - Teacher must actually be in the public schools, on permanent status and has had at least three (3) years of successful teaching experience with normal children
- f. Health - Must be emotionally stable and physically fit as indicated in a health examination conducted and certified to by a government physician to conduct division-wide surveys and carry out a screening program in addition to actual teaching of deviant children
- g. Special qualification - Must have genuine interest in and dedication to the education of exceptional children with qualities of leadership and personality traits for sequence specialization
- h. Age - The teacher nominee should not be more than 40 years old
- i. Status and sex - Single teachers are preferred, male recommendees needed for teachers of the blind
- j. The nominee must not have any pending administrative case as indicated in a certification by the head of the agency or institution.









k The nominee should not have been a recipient of any scholarship or bursary within the last five (5) years for the same purpose.

6 Each nominee will be entitled to the following privileges:

- a Study leave with pay for the duration of the training
- b Free tuition and other related fees
- c Book allowance of ₦800 for the whole year
- d Monthly stipend of ₦800 and per diem of transport including the summer travel and
- e Transportation expenses to Manila and return to be charged against local funds

7 Obligations of the grantee - When the nominee is finally selected for the training program, he/she shall, in consideration of his/her acceptance, bind himself/herself to the following conditions:

- a Keep up with the standards, terms and conditions of the scholarship
- b Serve for a period of two years after the termination of his/her scholarship or a fraction thereof
- c Refund to the government such amounts as may have been defrayed for his/her transportation, salary, stipend, allowances, and other expenses incident to his scholarship grant for:

- (1) Failure to render, in full or in part the required length of service referred to above on account of resignation, voluntary retirement, separation from the service through his/her own fault, or other causes within his control, and
- (2) For his/her recall or cancellation of his/her scholarship grant due to his/her own fault or willful neglect

- d Grantees must be prepared to advance expenses for stipend, and book allowance on their funds and not released on time.

8 Each nominee should submit to the NEC screening committee during the interview, three (3) copies of each of the following documents, unless otherwise specified:

- a Information sheet (Enclosure No. 1) duly accomplished and certified to by the head of his/her agency/office or institution







- b. Certificate of completion of a course in first aid, first aid and first aid (first aid, first aid, first aid).
- c. Certificate of completion of a course in first aid, first aid and first aid (first aid, first aid, first aid).
- d. Health certificate of a physician or a registered nurse.
- e. Certification of the nominee's professional status for the last three (3) years by the provincial/city schools superintendent.
- f. Certification of clearance from any or pending administrative case by the head of his/her agency or office.
- g. Recent photograph size 2" x 2" to be attached to the information sheet.
- h. Letter or recommendation from the provincial/city schools superintendent.

9. Successful candidates will be notified through their respective superintendents in due time.

(SGE) JIMMY GIBBELL  
 Minister of Education and Culture

Incls

As stated

Reference

Department Memorandum No. 170-1-1-76

Allotment 1-2-3--(D 0 1-76)

To be indicated in the respective boxes under the following categories:

CENTERS  
 LEGISLATION  
 QUALIFICATION  
 SCHOLARSHIP

SPECIAL EDUCATION  
 TRAINING PROGRAM









CIVIL SERVICE ACTION SHEET

Name \_\_\_\_\_ Division \_\_\_\_\_ Civil Status \_\_\_\_\_  
 Office/School \_\_\_\_\_  
 Region \_\_\_\_\_  
 Address \_\_\_\_\_  
 Date of Birth \_\_\_\_\_

I Educational Qualifications

A Degree

Degree Received	College/University	Year Taken
_____	_____	_____
_____	_____	_____

B Graduate Courses Taken

Courses Taken	College/University	Units Earned	Year Taken
_____	_____	_____	_____
_____	_____	_____	_____

II Civil Service Experience

Title of Position	Place Taken
_____	_____
_____	_____

III Record of Teaching and Other Experience

Inclusive Dates	Position/Office	No of Years
_____	_____	_____
_____	_____	_____

IV Position/s Held Other than Classroom Teaching

Position Held	Division/Office	Inclusive Dates	Years Held
_____	_____	_____	_____
_____	_____	_____	_____

V Honors/Awards Received or Earned

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_







VI Participation in Conferences, Workshops in English (List national and regional seminars only)

Name of Conference, Workshop or Seminar	Place Conducted	Date	No. of Hours	Delegate/ Observer

VII Scholarship, Fellowship or Travel Grants Enjoyed

Nature/Type of Training	Place of Training	Period of Training

VIII Outstanding Evidences of Educational Leadership

Position/Role Performed	Place Performed	Date

IX Efficiency Rating for the Last Three (3) Years


X Command of English

(To be accomplished by the Division Supervisor in English)

	Excellent	Very Good	Average	Poor	Remarks
Written:					
Spoken:					

\_\_\_\_\_  
Signature of English Supervisor

XI Reasons for Recommending the Candidate

I hereby certify that the foregoing statements are true and correct based on data available in this Office

\_\_\_\_\_  
City/Provincial Superintendent of Schools









(Inclosure No. 2 to MEC Memorandum No. 225 of 1978)

Republic of the Philippines  
MINISTRY OF EDUCATION AND CULTURE  
Manila

TRAINING CONTRACT FOR SPECIAL EDUCATION  
(Form No. 100-100-100-100)

I, \_\_\_\_\_, in consideration of the scholarship granted by the Special Education Division, Bureau of Elementary Education, Department of Education and Culture of the Republic of the Philippines (and a portion of my salary by the Republic of the Philippines) during the period of my scholarship, do hereby agree

1. To specialize on the training of \_\_\_\_\_ children in the \_\_\_\_\_ Philippines/Philippine Formosa College for a period of one (1) year and two (2) semesters which shall be the duration of the scholarship
2. To maintain a grade of at least 75 in every subject at the training institution throughout the training period
3. To return to the division and school where I was previously assigned after the termination of my scholarship in order to render service to the exceptional children in the public schools for not less than two years
4. To submit in due time all required reports regarding the activities relevant to the kind of training I acquired under the scholarship that I enjoy
5. To train understudies in my area of specialization so that in the event that I am promoted or transferred to another division, someone may take over my class
6. To defray other expenses in connection with my scholarship not chargeable to the government or other grantor with the understanding that my salary will be paid regularly by the Ministry of Education and Culture during my study
7. To reimburse to the Republic of the Philippines, through the Ministry of Education and Culture, the amount equal to the total compensation paid to me during the period of my scholarship in the event that through inexcusable neglect or circumstances within my control I fail to abide by the terms of this contract at any time during or after the period of my scholarship
8. To furnish to the Special Education Division, Bureau of Elementary Education, the following materials during the period of my scholarship print







... ( ) ...

... ( ) ...

... ( ) ...

I HEREBY CERTIFY that the above named person has been duly admitted to the ...  
day of \_\_\_\_\_ 19\_\_\_\_  
Philippines

\_\_\_\_\_  
Signature of Grantee

\_\_\_\_\_  
Designation

Underline Other Positions Held  
(Caucanal Counselor/Coordinator Art/  
Local Coordinator, Adult and Community  
Education Coordinator YCAP Coordinator,  
Librarian)

ATTESTED

\_\_\_\_\_  
City/Provincial Superintendent of Schools

SWORN STATEMENT

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_  
19\_\_\_\_ at \_\_\_\_\_ Philippines,  
the grantee exhibited to me his/her Residence Certificate No  
\_\_\_\_\_ issued at \_\_\_\_\_  
19\_\_\_\_

\_\_\_\_\_  
Administering Officer





