

Republika ng Pilipinas  
(Republic of the Philippines)  
MINISTRO NG EDUKASYON AT KULTURA  
(MINISTRY OF EDUCATION AND CULTURE)  
Manila

October 26, 1979

MEMORANDUM  
No. 269, s. 1979

RECRUITMENT OF BVNS FACULTY STAFF

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

1. The 1980 Baguio Vacation Normal School (BVNS) will offer graduate, undergraduate and leadership/seminar courses for teachers and other school officials at all levels at Teachers Camp, Baguio City.
2. As part of the SMC Staff Development Program, the BVNS is envisioned as a cooperative enterprise among the different MFC agencies. In this connection, the regional and bureau directors, and other officials of this Ministry are enjoined to participate in the recruitment of faculty members for this particular summer term which starts on April 1<sup>st</sup> and ends on May 24, 1980.
3. The following fields of specialization where the services of faculty staff will be needed are: Social Studies, Science, Mathematics, Communication Arts (English or Pilipino), Educational Administration and Supervision, Adult Education, Functional Literacy, Guidance and Counseling, Educational Media, Pre-Elementary Education, School Health Education, Home Economics, Music and Physical Education. Recommendations may be made from among applicants who have efficiently served at the BVNS as well as those who have not, but meet the qualifications called for in the succeeding paragraph.
4. The recommendees should have at least a master's degree, and preferably should hold doctoral degree in his field of specialization. He should have taught in his major field for at least 5 years.







and should have high leadership potential, sound mental health and good physical condition. Only in cases where a high degree of expertise and when no other recommended is qualified may any of these requirements be waived. No application will be processed unless it is accompanied by official transcript of records.

5. Applications should be properly endorsed by the City or Provincial Schools Superintendents or Heads of Office or Agency concerned and approved by their respective Regional Director whenever necessary. The application form is provided in enclosure No. 1 to this Memorandum.

6. All recommendations should reach the office of the Director, National Research and Development Centre for Teacher Education, Ministry of Education and Culture, Manila, not later than January 24, 1980, for screening and final selection of teaching staff.

7. Teaching at the Baguio Vacation Normal School (BVNS) is a full time job hence, instructors assigned should not seek or accept other employment nor pursue studies during the whole summer term.

8. It is desired that the contents of this Memorandum be given the widest publicity possible.

(SGM.) ANCPRE B. CORPUZ  
Minister of Education and Culture

Incl.:  
As stated

References: Department Memorandum: No. 974, s. 1977  
MEC Memorandum: No. 256, s. 1978

Allotment: 1-2-3-4--(D.O. 1-76)

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

✓ BUREAUS & OFFICES  
✓ OFFICIALS  
✓ QUALIFICATIONS

TEACHING ✓  
TEACHERS CAMP ✓  
VACATION PLANS ✓









Republic of the Philippines  
Ministry of Education and Culture  
Manila

APPLICATION FOR A TEACHING ASSIGNMENT IN BAGUIO VACATION  
NORMAL SCHOOL FOR THE SUMMER TERM

1. Name of Applicant: \_\_\_\_\_  
(Surname) (Given) (M.I.)  
Sex: \_\_\_\_\_ Civil Status: \_\_\_\_\_ Age: \_\_\_\_\_

2. Present Position or Assignment: \_\_\_\_\_

3. Present Station: \_\_\_\_\_  
(School) (District) (City/Town)  
(Division) (Region)

4. Subjects being taught in college level:  
(1) \_\_\_\_\_  
(2) \_\_\_\_\_  
(3) \_\_\_\_\_  
(4) \_\_\_\_\_  
(5) \_\_\_\_\_

5. Courses in the undergraduate/graduate curriculum which the applicant believes he/she is most competent to teach (arranged in the order of preference):  
(1) \_\_\_\_\_  
(2) \_\_\_\_\_  
(3) \_\_\_\_\_  
(4) \_\_\_\_\_  
(5) \_\_\_\_\_

6. Educational Qualifications:

<u>School, College or University</u> <u>Attended</u>	<u>Diploma or Degree</u> <u>Obtained</u>	<u>Date</u> <u>Obtained</u>	<u>Major Field</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Official Transcript of Records - Original/Certified True Copy)

7. Special training courses undertaken (SEANFC, UNESCO, COLOMBO PLAN, etc.)  
Nature/Title of the Course      Duration      Nature of Participation  
(Inclusive Dates)



copy)

TC...)

...)



8. Experience (Teaching, supervising or administrative):  
(You may use the reverse side if necessary)

<u>School or College University</u>	<u>Position held or Subject Taught</u>	<u>Inclusive Dates of Service</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

9. References: (Give names & positions of at least 3 persons)

<u>Name</u>	<u>Position</u>
_____	_____
_____	_____
_____	_____

10. Civil Service Eligibility:

<u>Title of Examination</u>	<u>Date Taken</u>	<u>Rating Obtained</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

11. Performance Rating during the last 3 years:

(a) \_\_\_\_\_ (b) \_\_\_\_\_ (c) \_\_\_\_\_

12. Average Scholastic Rating:

\_\_\_\_\_ BSE or its Equivalent degree  
 \_\_\_\_\_ MA or its equivalent degree  
 \_\_\_\_\_ Doctorate

13. Salary per annum P \_\_\_\_\_

Actual Monthly Salary P \_\_\_\_\_ OPCS Range \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

Recommending Approval:

\_\_\_\_\_  
City/Provincial School Superintendent or Head of Institution/  
Bureau/agency





