

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

June 5, 1980

MEC M E M O R A N D U M
No. 126, s. 1980

NOMINATIONS FOR SPECIALIZED ADVANCED CERTIFICATE COURSE
IN CLASSROOM INTERACTION ANALYSIS AT RELC, SINGAPORE

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

1. The SEAMEO Regional Language Centre (RELC) in Singapore has announced its invitation for nominations of eligible candidates to the following course for academic session December 1980-March 1981:

Course 208: Four-Month Specialized Advanced Certificate Course in Classroom Interaction Analysis: Its Contributions to Methodology and Teacher Evaluation

2. Candidates should be key personnel or potential key personnel concerned with the planning, implementation and development of language teaching programmes. Example of this category of persons would be university and teacher training college lecturers, supervisors, curriculum specialists, and senior teachers.

3. To qualify for admission, a candidate must:

- a. have a bachelor of arts degree in language, linguistics or language teaching;
- b. have a minimum of two years of language teaching experience;
- c. have sufficient command of English to follow advanced studies conducted in the English language and must possess qualities necessary for the writing of a good research paper; and

d. be under 45 years of age.

4. Nominations should be sent to reach this Office on or before June 25, 1980.

5. Each nomination should be accompanied by the following:

- a. A medical certificate from a government clinic certifying that the candidate is medically fit for the course.
- b. A photostat copy of transcript, from institution concerned, of the candidate's academic record with respect to the highest degree/academic qualification he has achieved.
- c. If married, a written permission to participate in the program from his/her spouse.
- d. Certification that the nominee has no training under any foreign scholarship grant in TESL/Linguistics.
- e. Certification given by a responsible authority attesting to the candidate's competence in English for advanced studies.
- f. Certification that the candidate is a permanent staff member of the agency, (public/private) to which he belongs and that said agency will underwrite his pre-travel expenses and clothing allowances.
- g. Clearance from his/her office.
- h. A copy of the Personal Information Sheet (see inclosed form) properly accomplished.

6. It is requested that this matter be given priority attention.

(SGD.) ONOFRE D. CORPUZ
Minister of Education and Culture

Incl.:

As stated

Reference:

NEU Memorandum: No. 303, s. 1979

Allotment: 1-2-3-4 (D.O. 1-75)

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

OFFICIALS SCHOLARSHIP TEACHERS

PERSONAL DATA SHEET

Name _____ Sex _____ Civil Status _____
Address _____ Office/School _____
Date of Birth _____ Division _____
Place of Birth _____ Region _____

I. Educational Qualifications:

A. Degrees

Degree Received	College/University	Major Field	Year
:	:	:	:
:	:	:	:
:	:	:	:
:	:	:	:

B. Graduate Courses

Course	College/University	Major Field	Year
:	:	:	:
:	:	:	:
:	:	:	:
:	:	:	:

II. Civil Service Eligibility:

Name of Examination	Rating	Date and Place of Examination
_____	_____	_____
_____	_____	_____
_____	_____	_____

III Record of Teaching and Allied Experiences:

Inclusive Dates	Position Held	Division or Total Years:		
		Office	Experience	Salary
:	:	:	:	:
:	:	:	:	:
:	:	:	:	:

IV. Honors/Awards Received or Earned

V. Participation in Seminars or Workshops in English
(Include only those on the national and regional levels)

Name of Workshop Conference/Seminar	Place and Year	Delegate/ Observer	Level

VI. Scholarship, fellowship, or travel grant previously enjoyed
(State nature of field, where and period of training)

VII. Some outstanding evidences of educational leadership
(State positions held or roles performed, where and when;
articles or books written)

VIII. Efficiency Rating for the last three years

	Group A	Group B

IX. Command of English:
(To be accomplished by the division supervisor of English)

	Excellent	Very Good	Good	Average	Poor
Spoken					
Written					