

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

September 10, 1980

MEC M E M O R A N D U M
No. 181, s. 1980

SECOND CORRESPONDENCE COURSE IN EDUCATIONAL
PLANNING AND MANAGEMENT

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

1. The Ministry of Education and Culture, through the regional offices, will conduct the second correspondence course in Educational Planning and Management. Eight books constitute the entire course that will cover a period of about ten months. The second year of implementation will start in October 1980 and will end in July 1981.
2. The general objective of this course is to provide basic understanding of the fundamental elements and some intricacies of educational planning and to develop management skills among the school officials with the hope that effective educational plans will be evolved from the regional, division, district and institutional levels of education.
3. In the implementation of the course, each region will select 50 participants. The selection and distribution of participants in the region will be determined by the regional director.
4. It is requested that the names, designations, and office addresses of participants for the second year of implementation be submitted to the Planning Unit of the regional office, MEC, on or before October 15, 1980.
5. Early compliance with this request is **desired**.

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

References:

MEC Order: No. 46, s. 1979
MEC Memorandum: No. 188, s. 1978

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

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

Course of Study, COLLEGIATE
OFFICIALS
TRAINING PROGRAM