

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

February 8, 1982

MEC M E M O R A N D U M
No. 35, s. 1982

NOMINATIONS FOR ADVANCED TRAINING AND RESEARCH
COURSES AT RELC, SINGAPORE

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

1. This is to announce the advanced training and research courses at the SEAMEO Regional Language Centre, Singapore for academic year July 1982-June 1983.

2. These courses, conducted at the post-graduate level for key persons or potential key persons in language planning and in language education development, are as follows:

- Course 101: Course Leading to the Diploma
in Applied Linguistics
5 July 1982 - 2 April 1983
- Course 102: Course Leading to the Diploma
in Teaching of English to
Speakers of Other Languages
5 July 1982 - 2 April 1983
- Course 401: Course Leading to the Diploma
in Advanced Study and Research
in the Field of Applied Linguistics.
5 July 1982 - 2 April 1983
- Course 211: Ten-Week Specialized Advanced
Certificate Course in Reading
Development
2 July - 11 September 1982

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, attention: RELE Scholarship Committee, on or before February 23, 1982.

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

Incl.:
As stated

Reference:
MEC Memorandum: No. 126, s. 1980

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

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

OFFICIALS
SCHOLARSHIP
TEACHERS

(Inclosure to MEC Memorandum No. 35, s. 1982)

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 Office | Total Years 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 | | | | | |