



TANGGAPAN NG KALIHIM
(Office of the Secretary)

February 26, 1998

DECS MEMORANDUM
No. 84, s. 1999

**DECS INTEGRATED SHORT-TERM SCHOLARSHIP
PROGRAM FOR SY 1999**

To: Bureau Directors
Regional Directors
Secretary of Education, ARMM
Chairperson, Regional Integrated Scholarship Committee
Regional Budget/Accounting Officers

1. The Staff Development Division, Human Resource Development Service is announcing the DECS Integrated Short-Term Scholarship Program at the De La Salle University, Taft Avenue, Manila, University of the Philippines, Diliman, Quezon City and the Philippine Normal University, Manila for Summer 1999. The program is offered to both elementary and secondary school teachers and administrators. The short-term courses are of one month duration (22 contact days).
2. The program aims basically to upgrade the teaching competencies of teachers in subject areas where priority training needs have been identified.
3. Each region is allotted two (2) slots for each course. However, for Values Education (School-Based Inset) 3 slots are allotted to each region where participants are one regional Values Education Supervisor, a principal and Values Education teacher/coordinator who have at least 3 years experience handling Values Education classes. In the distribution of slots, it is advised that considerations be given to DDU schools/districts/divisions.
4. Participants for elementary level courses must be a supervisor or principal and a teacher actually teaching the subject area applied for, while for secondary courses, participants are teachers except for values education.
5. Participants are advised to bring a set of Learning Competencies of the subject areas they are going to attend as well as indigenous instructional materials from the locality to be used during the training program. Values Education participants are expected to bring a list of issues and concerns relative to the implementation of the values education program.

Tel. No. 632-13-61 to 70

6. The screening of nominees shall be done by the existing Regional Integrated Scholarship Committee. A copy of the evaluation sheet and the ranking list of nominees shall be forwarded to the Staff Development Division, Human Resource Development Service, DECS. The deadline for the submission of nominees is **March 26, 1999**. The selected nominees shall submit to the SDD-HRDS a copy of the duly accomplished CS Form 212 with a 2 " x 2" photo attached and a duly signed scholarship contract upon their arrival in Manila. Participants to the different short-term courses are advised to come on the 1st day of classes (see attached schedule) since late comers will no longer be admitted as agreed by DECS and the implementing institution.

7. In the selection of nominees, it is strongly recommended that those who have not been trained or have not been recipients of any scholarship program but possess leadership potential, positive attitude and commitment be given preference. This is in addition to the criteria set for the selection of nominees.

8. Selected scholars should be properly oriented by the Chairperson of the Regional/Division Integrated Scholarship Committee on matters relating to the program so that they could prepare for their travel and stay in Manila.

9. Grantees under the DECS Integrated Scholarship Program shall be entitled to their salary, travelling expenses to and from Manila, tuition fee and stipend of Three Thousand Five Hundred (P3,500.00) Pesos. Stipend of grantees will be paid in the Central Office after the submission of the list of actual enrollees by the implementing institutions. Funding warrants for the payment of travelling expenses will be released to the region in advance, only after submitting the final list of participants and the corresponding bill covering such payments to the Accounting Division (copy furnished SDD-HRDS), DECS Central Office subject to the usual accounting and auditing rules and regulations.

10. The inclosure to this Memorandum provides detailed information on the scholarship program.

11. Immediate dissemination of this Memorandum to all concerned is desired.

Andrew B. Gonzales
ANDREW GONZALEZ, FSC
Secretary

Incl.:
As stated

Reference:
DECS Memorandum: No. 61, s. 1998

Allotment: 1—(D.O. 50-97)

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

PROGRAMS
SCHOLARSHIPS

SUMMER DISP COURSES, 1999**ELEMENTARY LEVEL**

COURSES	DATES	TARGET PARTICIPANTS	VENUE
Edukasyong Pantahanan at Pangkabuhayan	April 12-May 10	Supervisor or Principal EPP Teacher	PNU
Elementary Science	April 19-May 20	Supervisor or Principal Science Teacher	DLSU
HEKASI	May 3 - May 29	Supervisor or Principal Social Studies Teacher	UPCE
Mentally Gifted	May 3 - May 29	Supervisor or Principal SPED Teacher	UPCE

SECONDARY LEVEL

COURSES	DATES	TARGET PARTICIPANTS	VENUE
Economics	May 3-May 29	Teachers teaching the subject	UPCE
Values Education	April 12-May 10	Div. Values Education Supervisor/Principal and Values Educ. Teachers	PNU
Biology	April 26 - May 21	Teachers teaching the subject	UP-ISMED
Visually Impaired	April 12 - May 10	SPED teachers	PNU

**CRITERIA FOR SELECTION OF NOMINEES FOR THE SHORT-TERM COURSES
(Revised)**

1. A bachelor's degree holder related to area of scholarship nominated to with a grade point of not lower than 2, B, or 85;
2. Holds a permanent status in the last three (3) years with very satisfactory (VS) performance;
3. Is actually teaching/supervising the subject or course nominated to;
4. Not more than 50 years of age;
5. Is not pregnant at the time of nomination;
6. Has no pending administrative and/or criminal record;
7. Has been certified by government physician to be medically fit;
8. Has not availed of a seminar program in the last two (2) years; and
9. Can communicate adequately in both English and Filipino.

**PERTINENT PAPERS TO BE SUBMITTED TO REGIONAL
INTEGRATED SCHOLARSHIP COMMITTEE**

1. Form 212 (Personal Data Sheet) duly certified by the Administrative Officer
2. Photocopy of Transcript of Records duly certified by the Administrative Officer
3. Form 86 (Health Certificate)
4. Service Record
5. Certification from principal/school head on nominees' performance rating relevant to actual teaching/supervision of the subject and recommending him for scholarship
6. Endorsement by the superintendent
7. Duly accomplished Scholarship Contract