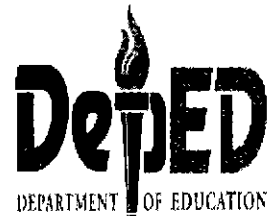




REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
DepEd Complex, Meralco Avenue, Pasig City



Office of the Secretary

Direct Line: 633-7261 to 70
DETxt : 0919-4560027
E-mail: osec@deped.gov.ph
Website: <http://www.deped.gov.ph>

DepED MEMORANDUM
No. 359, s. 2003

SEP 17 2003

APPLICATION FOR THE JAPAN-ASEAN HIGH SCHOOL EXCHANGE PROGRAM

To: Regional Directors
Schools Division/City Superintendents
Heads, Public Secondary Schools

1. The American Field Service (AFS) Japan, in partnership with the AFS Returnees Foundation of the Philippines, Inc. (AFS-RFP) and in cooperation with this Department, invites applicants to the Japan-ASEAN High School Exchange Program.
2. The Japan-ASEAN High School Exchange Program is a scholarship funded by the ASEAN Solidarity Fund that aims to enable students from Japan to visit ASEAN-member countries and for students of ASEAN-member countries to visit Japan and promote multilateral exchanges and mutual understanding among Japan and ASEAN member countries.
3. The Exchange Program is composed of three (3) programs depending on their duration: (a) ASEAN I from December 2 to 26, 2003; (b) ASEAN II from December 2 to January 31, 2004; and (c) ASEAN III from March 2004 to February 2005.
4. All expenses except transportation expenses to and from Manila, passport processing, pocket money and other personal expenses of those selected to participate in this Program will be borne by the ASEAN Solidarity Fund.
5. Enclosed are the qualifications, requirements, application and selection procedures and other information.
6. The Regional Office (RD) shall submit four (4) recommended applications on or before October 1, 2003 to the Center for Students and Co-Curricular Affairs c/o CSCA Executive Director Joey G. Pelaez, Ground Floor, Mabini Bldg., DepED Complex, Meralco Avenue, Pasig City or contact at tel. no. (02) 631-84-95 or 636-36-03.
7. For more information, please contact Ms. Denise Pineda, ARFP at tel. nos. (02) 638-45-89, 638-45-93, cell no. 0920-4041700 or Ms. Lina Winebrenner at tel. nos. (02) 813-2241, 911-4638, cell no. 0919-3677511.
8. Immediate dissemination of this Memorandum is desired.


EDILBERTO C. DE JESUS
Secretary

Encls.: As stated

Reference: None

Allotment: 1—(D.O. 50-97)

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

PROGRAMS

SCHOLARSHIPS

STUDENTS

QUALIFICATIONS, REQUIREMENTS, APPLICATION AND SELECTION PROCEDURES

I. QUALIFICATIONS

- a. Filipino citizen
- b. Currently enrolled as a fourth year high school student in a DepEd accredited school
- c. Belongs to the top 20 percent of the graduating class
- d. Between the ages of 16 to 18 years by November 30, 2003
- e. Recommended by the School Principal where the student is enrolled
- f. Has not previously participated in any Japanese Government funded scholarship program
- g. Has the personality, maturity and aptitude needed to become a good ambassador of goodwill
- h. Possesses leadership qualities
- i. Meets the required medical clearance

II. APPLICATION PROCEDURES

- a. Accomplish the Program Application Form, a copy of which is attached. This form may be reproduced. It may also be downloaded from ARFP's website – <http://arfp.org>. It is the responsibility of the school to ensure that each Application Form is properly accomplished and all the requirements are complied with. ARFP will not be able to process incomplete application forms.
- b. Each accomplished application form, together with the School Principal's recommendation and other required documents should be placed inside a short folder with the name of the student written in front on the upper right hand side.
- c. Submit the application to the Regional Office addressed to the Regional Director, Attention: Regional Coordinator indicated herein.
- d. The Regional Office shall organize a selection committee to recommend a maximum of four applicants, preferably of equal gender representation. Deadline of submission of the application forms by the Regional Coordinators to the Center for Students and Co-Curricular Affairs is on October 7, 2003.
- e. The four applicants shall be notified by the ARFP for the interview in Metro Manila. Interview of applicants shall be on October 18, 2003 to start at 8:00 AM. All applicants should be at the University of the Philippines – Institute of Small Scale Industries (UP-ISSI), Diliman, Quezon City before 8:00 AM.
- f. The applicants cannot choose which of the three programs to attend. ARFP will decide the appropriate program for successful candidates based on the result of the screening process.

III. TRANSPORTATION/ACCOMMODATION OF APPLICANTS

- a. Transportation expenses going to and from Manila for the interview shall be shouldered by the applicants. Those without relatives with whom to stay from 17-18 October 2003 shall be accommodated through the Homestay Family Sponsors of the ARFP. Information in this regard is needed in advance for the necessary arrangements.

IV. REQUIREMENTS (To be brought during the interview)

- a. Processing fee of PhP100.00
- b. Machine copy of medical report stating negative chest x-ray findings based on a chest x-ray taken within two months prior to the application
- c. Machine copy of birth certificate on NSO security paper
- d. Transcript of records duly certified by the school registrar's office

JAPAN-ASEAN HIGH SCHOOL EXCHANGE PROGRAM

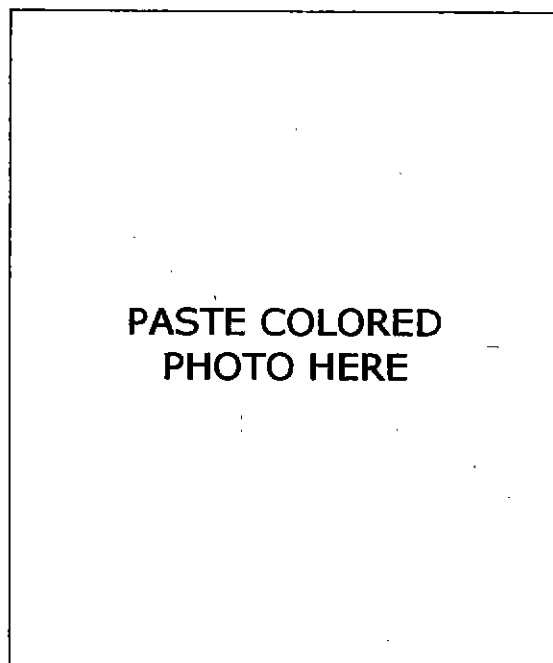
REGIONAL COORDINATORS

Region I	-	Evelyn F. Martinez, Education Supervisor II
Region II	-	Linda D. Cornell, Education Supervisor II
Region III	-	Erlinda N. Blanco, Education Supervisor II
Region IVA	-	Engr. Efren L. Valencia, Education Supervisor II
Region IVB	-	Zenaida E. Espino, Education Supervisor II
Region V	-	Norma B. Samantela, Education Supervisor II
Region VI	-	Novelyn M. Vilchez, Education Supervisor II
Region VII	-	Victoria S. Amodia, Education Supervisor II
Region VIII	-	Lourdes Q. Vallar, Education Supervisor II
Region IX	-	Jaime S. Sebastian, Education Supervisor II
Region X	-	Wilfreda T. Famador, Education Supervisor II
Region XI	-	Helen C. Libunao, Education Supervisor II
Region XII	-	Eduardo P. Dormitorio, Education Supervisor II
CARAGA	-	Crisanta O. Mondano, Education Supervisor II
CAR	-	Paulina D. Sawadan, Education Supervisor II
NCR	-	Luzonia B. Bayot, Education Supervisor II



JAPAN-ASEAN HIGH SCHOOL
EXCHANGE PROGRAM
PHLS.7.03

CANDIDATE APPLICATION



PASTE COLORED
PHOTO HERE

Name of Applicant: _____ Country: **Philippines**

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LIST OF DOCUMENTS

To Be Attached to the Candidate Application

1. Letter of Recommendation of the School Principal
2. Essay Sheet
3. Transcript of Records certified by the School Registrar
4. Machine copy of birth certificate on NSO security paper
5. Machine copy of medical report stating negative chest x-ray findings. The medical report should be based on a chest x-ray taken within two months prior to submission of application.

NOTE: Student should show the original copies of items 4 and 5 to ARFP during screening of applicants.

CANDIDATE APPLICATION FD-87.03

1. NAME	Last name	First name	M.I.	() Male () Female	PHOTO 5cm x 5cm
2. ADDRESS					
				ZIP Code	
3. TEL () FAX () Email () CellPhone ()	4. DAY, MONTH, YEAR OF BIRTH				
			/ / 19__		
5. CITY & COUNTRY OF BIRTH			6. WEIGHT	HEIGHT	
			kg	cm	
7. COUNTRY OF CITIZENSHIP			8. COUNTRY OF LEGAL RESIDENCE		BLOOD TYPE Rh (+-)
9. Mother () Living () Living, Separated () Living, Divorced () Deceased		Father () Living () Living, Separated () Living, Divorced () Deceased		I live with () Mother () Father () In a school dorm () Stepmother () Stepfather () Legal guardian	
FATHER: Family Name		First Name		Country of Birth/Year of Birth	
Occupation: Position & Employer		Business Telephone			
MOTHER: Family Name		First Name		Country of Birth/Year of Birth	
Occupation: Position & Employer		Business Telephone			
BROTHERS: Names and Ages			SISTERS: Names and Ages		
Either parent's home address if different from yours					ZIP Code
Stepparent or legal guardian: Family Name			First Name		Home Telephone
Occupation: Position & Employer			Business Telephone		
10. EMERGENCY CONTACT: NAME					Relationship
Address				Telephone	
11. Religious affiliation or preference () Buddhism () Muslim () Protestant () Catholic () Others		Religious Service Attendance () regularly () occasionally () never		Do you have a Passport? () yes () no Country & Date of Issue	
		Passport # _____			
12. HEALTH RESTRICTION: To assist AFS in making an appropriate placement, indicate if you have any:					
a. Dietary restriction () yes () no. If yes, what are they?					
b. Health restrictions or limitations to participate in sport activities: () yes () no If yes, attach a medical report.					
c. Allergies () yes () no If yes, identify type, allergen, frequency of symptoms and duration and date of last symptom:					
d. Have you taken, during the past year any oral or injected medication? () yes () no If yes, identify the medication, dosage and reason for usage:					
e. Will you require any orthodontic treatment while with AFS? () yes () no					

To: AFS Returnees Foundation Philippines, Inc.

Letter of Recommendation PHI.8.7.03

School: _____

Address: _____

Tel. #: _____

We recommend the student below to be a candidate to the Japan-ASEAN High School Exchange Program.

Name: _____

PERSONALITY: Describe briefly the candidate's personality and how she/he relates to family members, peers and to people of other ages.

SCHOOL LIFE: Comment on the candidate's attitude towards school

MOTIVATION and APTITUDE of participant to be an Exchange Student

RANKING IN CLASS (junior year): _____

ABSENCE RATE (junior year): _____ / _____ days present/required school days

GPA: _____ Grade point average (Excellent = 4, Good = 3, Fair = 2, Poor = 1, Failing = 0)

ENGLISH PROFICIENCY

Reading	() Excellent	() Good	() Fair	() Poor
Writing	() Excellent	() Good	() Fair	() Poor
Speaking	() Excellent	() Good	() Fair	() Poor
Understanding conversation	() Excellent	() Good	() Fair	() Poor

Writer's Name, Signature and Title _____ Date _____

Principal's Name: _____ Signature: _____ Date _____

ESSAY SHEET PHI.8.7.03

**Write an essay of up to 250 words in English on the topic:
"The Three Most Important Things to Me and Why?"**

Please **TYPE** or **PRINT** legibly. Write your name and country on the space provided and the total number of words at the bottom of the sheet. If you will use a word processor, please use the same format as this Essay Sheet.

Name: _____

Country: Philippines

Total no. of words ()