



Tanggapan ng Kalihim
Office of the Secretary

Direct Line: 633-7208 / 7228
Fax: 636-4876
DEText: 0919-4560027
E-Mail Address: osec@deped.gov.ph
Website: <http://www.deped.gov.ph>

DepED MEMORANDUM
No. 28 s. 2004

JAN 22 2004

**DEPED INTEGRATED SHORT-TERM SCHOLARSHIP PROGRAM
FOR SUMMER 2004**

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

1. The Department of Education (DepED) through the Staff Development Division, Human Resource Development Service (SDD-HRDS) announces the DepED Integrated Scholarship Program for Summer 2004 to be conducted by the University of the Philippines College of Education (UPCE), Diliman, Quezon City from April 12 to May 8, 2004 (22 contact days). The short-term courses are offered to both elementary and secondary school teachers.
2. The courses aim to upgrade the teaching competencies of teachers in the learning areas where priority training needs have been identified and to facilitate better understanding of the content and integrative processes currently adopted in the restructured Basic Education Curriculum (BEC).
3. Each region is allocated three (3) slots each for each course. In the distribution of slots, it is advised that Depressed, Disadvantaged and Underserved (DDU) schools, districts and divisions be given priority.
4. The screening of nominees shall be done by the Regional Integrated Scholarship Committee (RISC). A copy of the evaluation sheet and the ranking list of nominees shall be forwarded to the SDD-HRDS, Department of Education, Meralco Avenue, Pasig City. The deadline for the submission of nominees is on **March 28, 2004**. Selected nominees shall submit to the SDD-HRDS duly accomplished CS Form 212 with a 2"x2" recent photo and signed scholarship contract upon their arrival in Manila. Participants are strictly advised to attend the first day of classes. Enclosed are the list of courses offered, criteria for Selection of Nominees for the Short-Term Courses and pertinent papers for submission to RISC.
4. Grantees of the program are entitled to their salaries, free tuition fee, stipend of Five Thousand Pesos (PhP5,000.00) and reimbursement of travelling expenses to and from Manila. Complete travel support documents should be submitted to the DISP Coordinator during the orientation on the first day of classes. Travelling expenses and stipend of grantees will be paid at the Central Office after the submission of the official enrolment list by the UP College of Education.
5. Expenses for this program are chargeable against the Teachers Scholarship and Fellowship Grants Funds (A.1.a.1.d.4).

6. For inquiries, contact Ms. Cleofe S. Velasquez-Ocampo/Ms. Susan F. dela Merced of SDD-HRDS at tel. no. (02) 633-7237 or telefax no. (02) 638-8638.

7. Immediate dissemination of this Memorandum is desired.



EDILBERTO C. DE JESUS
Secretary

Encl.:

As stated

Reference:

DepED Memorandum: No. 124, s. 2003

Allotment: 1--(D.O. 50-97)

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

SCHOLARSHIPS
TEACHERS
TRAINING PROGRAMS

Madel:c:DepED integrated
1-15-04

(Enclosure to DepED Memorandum No. 28, s. 2004)

Courses Offered Under DISP

Elementary:

1. Makabayan (Integration Focused)
2. Student Appraisal (Rubrics Development Focused)
3. Effective Reading Instruction

Secondary:

1. Makabayan
2. Non-Traditional Student Appraisal
3. Reading Difficulties Diagnosis and Remediation

CRITERIA FOR SELECTION OF NOMINEES FOR THE SHORT TERM COURSES

1. A bachelor's degree holder related to the area of scholarship nominated to with a grade point average of not lower than 2, B or 85.
2. Has been a permanent teacher for at least three (3) years with a performance rating of very satisfactory (VS) or better. For secondary teachers, knowledge and skills in developing learning/teaching modules is preferred.
3. Is actually teaching the subject nominated to.
4. Not more than 50 years of age.
5. Has no pending administrative case and/or criminal record.
6. Has been certified by a government physician to be physically and mentally fit.
7. Has not availed of any scholarship/training program for the last two (2) years.
8. Possesses leadership potential, positive attitude and commitment.
9. Can communicate adequately in both English and Filipino.

PERTINENT PAPERS TO BE SUBMITTED TO THE REGIONAL INTEGRATED SCHOLARSHIP COMMITTEE (RISC)

1. Form 212 (Personal Data Sheet) with a 2" x 2" recent photo duly certified by the Administrative Officer.
2. Certified photocopy of the transcript of records.
3. Form 86 (Health Certificate from accredited government hospital/clinic).
4. Service Record.
5. Certification from the immediate supervisor indicating the performance rating for the past three (3) years, subject area taught and the recommendation for the scholarship.
6. Endorsement from the superintendent.
7. Duly accomplished scholarship contract.

**MEMORANDUM OF AGREEMENT
(Scholarship Contract)**

I _____
(Name of Scholar) (Position, Station, Division, Region)
In consideration of the scholarship grant in _____
(Title of Course)

at the _____ for the period _____
(Institution) (Duration)

do hereby agree to the following terms and conditions:

1. Shall maintain the minimum standard set for the program and that failure to do so would be sufficient ground for disqualification.
2. Shall conduct myself in such manner as not to bring disgrace or dishonor to myself and my office/agency.
3. Shall immediately report to my office/station and assume my functions upon the completion or termination of my scholarship or training grant.
4. Shall submit to the Head of Office and to the Department of Education through the DepEd Integrated Scholarship Committee at the end of each course a copy of my action plan.
5. Shall implement the action plan upon return to my station and submit to the Chairperson of RISC a status report of activities undertaken copy furnished SDD-HRDS, DepEd.
6. Shall serve my Office/Institution for a proportion of one (1) year for every year of a fraction thereof.
7. Shall refund in full to the DepEd through the SDD-HRDS such amounts of money spent by the DepEd in connection with my scholarship for failure to comply with any of the foregoing conditions through my fault or willful neglect, resignation, voluntary retirement or other causes within my control.

IN WITNESS HEREOF, I set my hands this ____ day of _____ 2004
at _____

Head of Office/Agency

Scholar

Community Tax Cert. No. _____
Issued at _____
Issued on _____

SUBSCRIBED AND SWORN to before me, this ____ day of _____
at _____

Administrative Officer