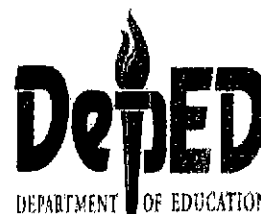




REPUBLICA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
DepEd Complex, Meralco Avenue, Pasig City



Trunkline : 632-1381
Fax: 633-7231
DEText: 0919-4560027
Website: <http://www.deped.gov.ph>

DepED ORDER
No. 48, s. 2004

AUG 09 2004

QUALIFICATION STANDARDS FOR THE POSITIONS
OF HEAD TEACHERS AND PRINCIPALS

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Schools Division/City Superintendents

1. Pursuant to Civil Service Commission (CSC) Resolution No. 040863 promulgated on July 28, 2004, enclosed is the modified qualification standards for the positions of Head Teachers I to III and Principals I to IV (for elementary schools); Head Teachers I to VI and Principals I to IV (for secondary schools) of this Department.
2. Said modification to the 1995 approved qualification standards for the above-mentioned positions is anchored on the **Guidelines on the Selection, Promotion and Designation of School Heads** under DepED Order No. 85, s. 2003, pursuant to the Implementing Rules and Regulations (IRR) of R.A. No. 9155.
3. For your guidance and strict compliance.

Ramon C. Bacani
RAMON C. BACANI
Undersecretary
Officer-in-Charge

Encl.:

As stated

Reference:

DepED Order: (No. 85, s. 2003)

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

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

OFFICIALS
POLICY

PROMOTION
QUALIFICATIONS

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08-04-04/madels computer

QUALIFICATION STANDARDS for HEAD TEACHERS and PRINCIPALS

| POSITION TITLE | SG | LEVEL | EDUCATION REQUIREMENTS | EXPERIENCE REQUIREMENTS | TRAINING REQUIREMENTS | ELIGIBILITY REQUIREMENTS |
|---|----|-------|---|--|------------------------------|--------------------------|
| For Elementary School: Head Teacher I | 13 | 2 | Bachelor's degree in Elementary Education or Bachelor's degree w/ 18 professional education units | 1 year as Teacher-In-Charge or 3 years teaching experience | 8 hours of relevant training | RA 1080 (Teacher) |
| Head Teacher II | 14 | 2 | Bachelor's degree in Elementary Education or Bachelor's degree w/ 18 professional education units | 1 year as Head Teacher | 8 hours of relevant training | RA 1080 (Teacher) |
| Head Teacher III | 15 | 2 | Bachelor's degree in Elementary Education or Bachelor's degree w/ 18 professional education units | 2 years as Head Teacher | 8 hours of relevant training | RA 1080 (Teacher) |

QUALIFICATION STANDARDS for HEAD TEACHERS and PRINCIPALS

| POSITION TITLE | SG | LEVEL | EDUCATION REQUIREMENTS | EXPERIENCE REQUIREMENTS | TRAINING REQUIREMENTS | ELIGIBILITY REQUIREMENTS |
|------------------------------|----|-------|---|--|------------------------------|--------------------------|
| For Secondary School: | | | | | | |
| Head Teacher I | 13 | 2 | Bachelor's degree in Secondary Education or Bachelor's degree w/ 18 professional education units with appropriate field of specialization | 1 year as Teacher-In-Charge or 3 years teaching experience | 8 hours of relevant training | RA 1080 (Teacher) |
| Head Teacher II | 14 | 2 | Bachelor's degree in Secondary Education or Bachelor's degree w/ 18 professional education units with appropriate field of specialization | 1 year as Head Teacher | 8 hours of relevant training | RA 1080 (Teacher) |
| Head Teacher III | 15 | 2 | Bachelor's degree in Secondary Education or Bachelor's degree w/ 18 professional education units with appropriate field of specialization | 2 years as Head Teacher | 8 hours of relevant training | RA 1080 (Teacher) |
| Head Teacher IV | 16 | 2 | Bachelor's degree in Secondary Education or Bachelor's degree w/ 18 professional education units with appropriate field of specialization | 3 years as Head Teacher | 8 hours of relevant training | RA 1080 (Teacher) |
| Head Teacher V | 17 | 2 | Bachelor's degree in Secondary Education or Bachelor's degree w/ 18 professional education units with appropriate field of specialization | 4 years as Head Teacher | 8 hours of relevant training | RA 1080 (Teacher) |
| Head Teacher VI | 18 | 2 | Bachelor's degree in Secondary Education or Bachelor's degree w/ 18 professional education units with appropriate field of specialization | 5 years as Head Teacher | 8 hours of relevant training | RA 1080 (Teacher) |

QUALIFICATION STANDARDS for HEAD TEACHERS and PRINCIPALS

| POSITION TITLE | SG | LEVEL | EDUCATION REQUIREMENTS | EXPERIENCE REQUIREMENTS | TRAINING REQUIREMENTS | ELIGIBILITY REQUIREMENTS |
|---|----|-------|---|--|------------------------------|--------------------------|
| For Elementary School: Principal I Principal II Principal III Principal IV | 18 | 2 | Bachelor's degree in Elementary Education or Bachelor's degree w/ 18 professional education units | MT I for at least 2 yrs.; or MT II for at least 1 year; or HT for at least 1 year; or TIC for at least 2 years; or T III for at least 3 years; or T II for at least 4 years; or T I for at least 5 years | 8 hours of relevant training | RA 1080 (Teacher) |
| | 19 | 2 | Bachelor's degree in Elementary Education or Bachelor's degree w/ 18 professional education units + 6 units of Management | 1 yr as Principal | 8 hours of relevant training | RA 1080 (Teacher) |
| | 20 | 2 | Bachelor's degree in Elementary Education or Bachelor's degree w/ 18 professional education units + 6 units of Management | 2 yrs as Principal | 8 hours of relevant training | RA 1080 (Teacher) |
| | 21 | 2 | Bachelor's degree in Elementary Education or Bachelor's degree w/ 18 professional education units + 6 units of Management | 3 yrs as Principal | 8 hours of relevant training | RA 1080 (Teacher) |

QUALIFICATION STANDARDS for HEAD TEACHERS and PRINCIPALS

| POSITION TITLE | SG | LEVEL | EDUCATION REQUIREMENTS | EXPERIENCE REQUIREMENTS | TRAINING REQUIREMENTS | ELIGIBILITY REQUIREMENTS |
|---|----|-------|--|--|------------------------------|--------------------------|
| For Secondary School: Principal I | 18 | 2 | Bachelor's degree in Secondary Education or Bachelor's degree w/ 18 professional education units | MT I for at least 2 yrs.; or MT II for at least 1 year; or HT for at least 1 year; or TIC for at least 2 years; or T III for at least 3 years; or T II for at least 4 years; or T I for at least 5 years | 8 hours of relevant training | RA 1080 (Teacher) |
| Principal II | 19 | 2 | Bachelor's degree in Secondary Education or Bachelor's degree w/ 18 professional education units + 6 units of Management | 1 year as Principal | 8 hours of relevant training | RA 1080 (Teacher) |
| Principal III | 20 | 2 | Bachelor's degree in Secondary Education or Bachelor's degree w/ 18 professional education units + 6 units of Management | 2 years as Principal | 8 hours of relevant training | RA 1080 (Teacher) |
| Principal IV | 21 | 2 | Bachelor's degree in Secondary Education or Bachelor's degree w/ 18 professional education units + 6 units of Management | 3 years as Principal | 8 hours of relevant training | RA 1080 (Teacher) |