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DepEd SDO Dagupan City
RECORDS OFFICE

Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF DAGUPAN CITY.

RELEASED
MAR 14 2025
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Time: 10:33

**Office of the Schools Division
Superintendent**

March 12, 2025

DIVISION MEMORANDUM
No. 127, s. 2025

**CALL FOR NOMINATIONS FOR THE SEAMEO INNOTECH SOUTHEAST ASIAN
SCHOOL LEADERSHIP PROGRAM UNDER THE SEAMEO EDUCATIONAL
DEVELOPMENT FUND**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
School Heads
All Others Concerned

1. In reference to Regional Memorandum no. 377, s. 2025 titled "Call for Nominations for the SEAMEO Innotech Southeast Asian School Leadership Program under the SEAMEO Educational Development Fund", the Southeast Asian Ministers of Education Organization Regional Centre for Educational Innovation and Technology (SEAMEO INNOTECH) announces its call for nominations for its regular scholarship offering titled **Southeast Asian School Leadership Program (SEA-SLP)** from April 7 to June 13, 2025.
2. Attached is the regional memorandum for further details.
3. For queries or technical assistance, please coordinate with SGOD-HRDS.
4. Immediate dissemination of this memorandum is desired.

[Signature]
ROWENA C. BANZON EdD, CESO V
Schools Division Superintendent

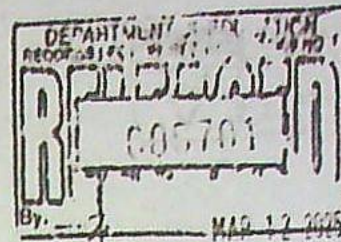


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SCHOOLS DIVISION OFFICE - DAGUPAN CITY



Republic of the Philippines
Department of Education
 REGION I



REGIONAL MEMORANDUM
 No. 005701, s. 2025

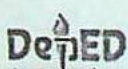
**CALL FOR NOMINATIONS FOR THE SEAMEO INNOTECH SOUTHEAST ASIAN
 SCHOOL LEADERSHIP PROGRAM UNDER THE SEAMEO EDUCATIONAL
 DEVELOPMENT FUND**

To: Schools Division Superintendents
 Regional Chiefs of Functional Divisions

1. The Southeast Asian Ministers of Education Organization Regional Centre for Educational Innovation and Technology (SEAMEO INNOTECH) announces its Call for Nominations for the regular scholarship offering titled **Southeast Asian School Leadership Program (SEA-SLP)**, with course details as follows:

| | |
|-------------------------------|---|
| Course Title | Southeast Asian School Leadership Program |
| Course Schedule | April 7-June 13, 2025 |
| No. of Slots | Three (3) |
| Course Schedule | Phase 1 - Online Phase 2 - Face to Face Phase 3 - Online |
| Target Participants | - School Heads (Directors, Administrators, Principals and Assistant Principals with at least five (5) years of supervisory experience in a school; or - Officials and personnel from the Department of Education who are responsible for designing and managing learning programs for school leaders |
| Qualifications | - Computer literate and with access to stable internet connection - Able to understand, speak, and write in English - Able and willing to apply new learning and share them with other school heads - Committed to actively participate in and complete the course |
| Deadline of Submission | March 13, 2025 |

2. The Schools Division Offices (SDOs) and Functional Divisions (FDs) of the Regional Office are encouraged to **nominate at least one (1) qualified applicant**. All nominees must meet the qualifications and submit the documentary requirements listed in **Enclosure 1**. The Scholarship Clearance (**Enclosure 2**) should also be submitted.



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| Effectivity | 11.18.2024 | Page | 1 of 2 |

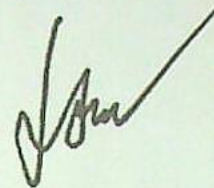


3. Nominees shall complete the screening form and other required documents and upload them via this link: <https://tinyurl.com/2025-SEA-SLP> on or before the deadline set.

4. Please note that applications may be disqualified due to various reasons, such as but not limited to incomplete requirements, lack of official endorsement/s, sending of application directly to the Secretariat's email, and discrepancies in documents among others.

5. For queries or concerns, please contact the Human Resource Development Division (HRDD) through (072) 682-23-24.

6. For wide dissemination and immediate action.



TOLENTINO G. AQUINO
Director IV

Reference: DM-OUHROD-2025-0597

Encl: as stated

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

PROGRAMS

SCHOLARSHIPS

HRDD/vrdg/RM_SEAMEO SEA-SLP
March 10, 2025



DepEd ROI



HRDD250243

Documan 2



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1

GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST

| | |
|--|--|
| Name: | |
| Scholarship Program: | |
| Sponsoring Agency/Organization: | |
| Region/SDO: | |
| Work Station: | |

| Remarks (✓, X, others) | Eligibility | Documentary Requirements |
|------------------------------|--|--|
| | a. Must be a Filipino citizen. | Updated Personal Data Sheet |
| | b. Must have obtained a very satisfactory (VS) performance rating for two (2) consecutive years. | Latest rated performance rating with approved IDP |
| | c. Must present his/her Individual Development Plan (IDP) that is validated by the head of the office. | |
| | d. Must be holding a permanent item. | Updated Service Record |
| | f. Must have no master's degree (for those who will apply for a master's degree) and shall have no doctoral degree (for those who will apply for a doctoral degree). | Updated Personal Data Sheet |
| | g. Must have no current or pending enrollment in other institutions for graduate or postgraduate degree programs (for degree programs). | |
| | h. Must be willing to sign a Scholarship Contract and commit to its provisions. | (shall be complied after being officially nominated) |
| | j. Must have no pending administrative, civil, or criminal case, and must have not been found guilty of any violation involving moral turpitude, corruption, or fraud. | Certificate of no pending administrative/legal charges |



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NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 2

SCHOLARSHIP CLEARANCE

| | | |
|--|---|--|
| I. NAME | | |
| II. Position/Designation | | |
| III. Permanent Station | | |
| IV. Has availed any scholarship program | <input type="checkbox"/> Yes <input type="checkbox"/> No | If yes, fill out sections V-X, as applicable. |
| V. Scholarship Program | Program Type | Title of the Program |
| | <input type="checkbox"/> Degree <input type="checkbox"/> Non-Degree | |
| VI. Scholarship Duration | | |
| VII. Status | <input type="checkbox"/> Completed the course (Submit a copy of Certificate of Completion) | <input type="checkbox"/> Withdrawn from the Course (State the reason below) |
| VIII. Reason/s for Non-Completion (must be supported by attachments) | <input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> Others <i>Explain further.</i> | |
| IX. Service Obligation | No. of Months/Yrs Required | No. of Months/Yrs Completed |
| | | |



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| | |
|---|---|
| X. Reason for Non-Completion (must be supported by attachments) | <input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> Others <i>Explain further.</i> |
| <i>I hereby attest that the information in this form and the supporting documents attached hereto are true and correct</i> | |
| Name and Signature of the Scholar | Date and Time |
| <i>This is to certify that the information in this form and the supporting documents attached hereto are true and correct</i> | |
| Name and Signature of the Recommending Authority (SDO - HRDD) | Date and Time |
| APPROVED | |
| Name and Signature of the Recommending Authority (RO-HRDD) | Date and Time |



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