



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

DepEd SOO Dagupan City
RECORDS OFFICE

MAY 14 2025

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Time: 2:16

Office of the Schools Division
Superintendent

May 9, 2025


DIVISION MEMORANDUM

No. 228, s. 2025

**CALL FOR NOMINATIONS FOR THE TEACHERS' CONFERENCE AND EXCEL
FEST (TCEF) 2025**

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public Schools District Supervisors
School Heads
All others concerned

1. In reference to Regional Memorandum no. 623, s. 2025 titled "Call for Nominations for the Teachers' Conference and Excel Fest (TCEF) 2025", this Office informs the field of the call for nomination for the Teachers' Conference and Excel Fest (TCEF) 2025 by the Singapore Ministry of Education on **June 3-5, 2025** via online modality.
2. Enclosed are the Regional Memorandum, General Eligibility Requirements/Checklist, and Scholarship Clearance for your reference.
3. For technical assistance, please coordinate with SGOD-HRDS.
4. For wide dissemination and immediate action.


ROWENA C. BANZON EdD, CESO V
Schools Division Superintendent



Address: Burgos St., Poblacion Oeste, Dagupan City
Telephone: (075) 653-4101
Website: depeddagupan.com
email: dagupan.city@deped.gov.ph



Republic of the Philippines
Department of Education
REGION I



REGIONAL MEMORANDUM
No. 623, s. 2025

**CALL FOR NOMINATIONS FOR THE TEACHERS' CONFERENCE AND EXCEL
FEST (TCEF) 2025**

To: Schools Division Superintendents

1. The Singapore Ministry of Education is inviting fifty (50) teachers to participate in the **Teachers' Conference and ExCEL Fest 2025 (TCEF2025)**, with details as follows:

Conference Title	Teachers' Conference and ExCEL Fest 2025 (TCEF2025),
Date	June 3-5, 2025
Modality	Virtual/Online
No. of Slots - Region	Three (3)
Target Participants	Public School Teachers across all levels

2. The Schools Division Offices (SDOs) 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.

3. Nominees shall complete the required documents and upload them via this link: <https://tinyurl.com/TeachersCon-ExcellFest-Nominees> **on or before May 13, 2025**.

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. Enclosed are the Letter from the Singapore Ministry of Education, Programme, and List of Webinars, for reference.

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



Flores St., Catbangan, City of San Fernando, La Union
Telephone Nos.: (072) 607-8137/682-2324
DepEd Region I region1@deped.gov.ph
www.depedregion1.com

Doc. Ref. Code	RM-ORD	Rev	00
Effectivity	11.18.2024	Page	1 of 2



7. For wide dissemination and immediate action.

For the Regional Director:

RHODA T. RAZON
Director/III

Encl: as stated
Reference: DM-OUHROD-2025-1154
To be indicated in the Perpetual Index
under the following subjects:

CONFERENCES

PROGRAMS

HRDD/vrdg/RM_Teachers'Conference&ExCELfest
May 8, 2025



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Telephone Nos.: (072) 607-8137/682-2324
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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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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 <input type="checkbox"/> Degree <input type="checkbox"/> Non-Degree	Title of the Program
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

