



**August 20, 2014**

**DIVISION MEMORANDUM**

No. 482, s. 2014

**MEMORANDA INVITING APPLICANTS FOR 2014-2015  
SCHOLARSHIPS/TRAININGS/CONFERENCES**

**To: Assistant Superintendents  
Division Supervisors/Coordinators  
District Supervisors/OICs  
Elementary and Secondary School Heads**

1. Attached is Regional Memorandum No. 482, s. 2014, entitled, **“Memoranda Inviting Applicants for 2014-2015 Scholarships/Trainings/Conferences.”**
3. Immediate and wide dissemination of this Memorandum is desired.

  
**ARDEN D. MONISIT, Ed.D.**  
Schools Division Superintendent

Telephone Numbers:

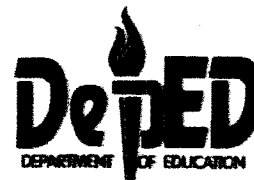
Schools Division Superintendent:	(032) 255-6405
Asst. Schools Division Superintendent:	(032) 414-7457
Accounting Section:	(032) 254-2632
Disbursing Section:	(032) 255-4401
Admin Legal:	(032) 253-7847

Website : [www.depedcebuprovince.com](http://www.depedcebuprovince.com)

E-mail Add : [depedcebuprovince@yahoo.com](mailto:depedcebuprovince@yahoo.com)



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION  
REGION VII, CENTRAL VISAYAS  
Sudlon, Lahug, Cebu City



AUG 15 2014

Regional Memorandum  
No. 482, s. 2014

**MEMORANDA INVITING APPLICANTS FOR 2014-2015  
SCHOLARSHIPS/TRAININGS/CONFERENCES**

To : Schools Division Superintendents  
Officers-In-Charge of School Divisions

1. Attached is an email from Ms. Susan F. Dela Merced, Scholarship Secretariat Staff, Staff Development Division (SDD), HRDS, Department of Education-Central Office inviting applicants to the 2014-2015 scholarships/trainings/conferences.
2. For details, refer to the attached communication.
3. For your proper guidance and wide dissemination.

  
CARMELITA T. DULANGON  
Director III  
Officer-In-Charge

CTD/VGG/VVY/mtc

*"Educating for a Strong Republic"*

Regional Director's Office: Tel. nos.: (032) 231-1433, 231-1309; Telefax: 414-7399, 414-7325; Asst. Regional Director's Office Telefax: (032) 255-4542;  
Technical Assistance Division (032) 414-7324, Curriculum Learning Materials Division (032) 414-7323,  
Quality Assurance and Accountability Division, (032) 414-4367; Resource Mobilization and Special Programs and Projects Division, (032) 254-7062,  
Training and Development Division (032) 255-5239 loc. 112, Planning, Policy and Research Division (032) 233-9030, 414-7065,  
Administrative Division (032) 414-7326, 255-1313; 414-7322, 414-7366, 231-1071; Budget and Finance Division, (032) 256-2375, 253-8061, 414-7321  
Website: <http://www.depedro7.com.ph>



**Subject:** Scholarship Memoranda

**From:** DepED HRDS (sddhrds@gmail.com)

RD2014-13672

30 - Jul

**To:** deped\_ro4a@yahoo.com; depedmimaropa@yahoo.com; deped\_ro7@yahoo.com;  
depedcarregional09@gmail.com; depedreg3@yahoo.com; depedregion6@yahoo.com;  
depedro5\_personnel@yahoo.com; allanfarnazo@yahoo.com; admioffice\_depedncr@yahoo.com;  
depedregion02a@yahoo.com; depedro13@yahoo.com; regionx11@yahoo.com; regionxii@yahoo.com;  
deped\_ro1@yahoo.com;

**Date:** Wednesday, July 30, 2014 12:57 PM

Sir/Madam:

Greetings!

Please find attached signed memoranda inviting applicants for 2014-2015 scholarships/trainings/conferences, for your reference and dissemination.

Please acknowledge receipt.

Thank you,

Ms Susan F. dela Merced  
Scholarship Secretariat Staff  
Staff Development Division, HRDS  
Department of Education



DEPARTMENT OF EDUCATION  
OFFICE OF THE UNDERSECRETARY  
FOR REGIONAL OPERATIONS

**MEMORANDUM**

Scholarship No. 22, s. 2014

**TO :** Regional Directors  
Schools Division Superintendents  
Heads of Elementary and Secondary Schools

**SUBJECT :** SEAMEO Science Teacher Awards 2014  
SEAMEO QITEP in Science

**DATE :** 21 July 2014

1. The SEAMEO QITEP in Science invites the best science for SEAMEO Science Teacher Awards for year 2014. The awards will be given in the form of a travel grant and a privilege to attend the 5th International Conference on Science Education and Teacher Professional Development for 2014 which will be held in September 24-27, 2014 in Solo, Central Java, Indonesia
2. In line with this, the regional offices have been asked to identify best science teacher for this purpose. The nomination procedures found in Annex A will be followed and the final selection will be done at the Central Office through the Office of the Undersecretary for Regional Operations
3. The awards will be given in the form of a travel grant and a privilege to attend the annual International Conference in science education in Indonesia or other SEAMEO member countries.
4. Each region is requested to send one (1) nominee who passes the criteria for selection of participants (see attached Annex A). Please note the need for English language certification from the head of office.
5. Nomination forms and awards information can be downloaded at this website: [www.qitepscience.org](http://www.qitepscience.org). For further inquiries and clarifications, kindly call at telephone numbers (02) 6388638/6337237 or email at [secretariat@qitepscience.org](mailto:secretariat@qitepscience.org).
6. All applicants should be endorsed by the respective heads of their Regional and Schools Division Offices.
7. Immediate dissemination and appropriate action for this Memorandum is desired.

  
**RIZALINO D. RIVERA**  
Undersecretary

SEAMEO QITEP/ Awards/dagar/07-21-14



DEPARTMENT OF EDUCATION  
OFFICE OF THE UNDERSECRETARY  
FOR REGIONAL OPERATIONS

MEMORANDUM

ANNEX A

A. QUALIFICATION REQUIREMENTS

1. Philippine Government

- a. Candidate must have rendered at least three (3) years of service;
- b. Must hold a permanent appointment;
- c. Must have a college degree related to the field of study or has sufficient demonstrated ability and experience along the field of study;
- d. Must have obtained at least a very satisfactory performance rating for two consecutive periods preceding the nomination
- e. Must not have a pending application for scholarship under another program and
- f. Must have rendered the service obligation required under Executive Order 367 for scholarship recently concluded before he/she could again nominated for another course where the field of study is different from the previous training.

B. FINANCIAL ASSISTANCE

1. DepEd will provide the salary of the nominee for the duration of the award
2. Donor Institution: Full Scholarship Grant

C. DOCUMENTARY REQUIREMENTS (DEPED)

1. Supporting documents to be submitted prior to screening and evaluation:
  - a. A letter of nomination addressed to the Chairman of DepEd Scholarship Committee signed by the Regional Director or its duly authorized official
  - b. Updated Personal Data Sheet/ Resume with list of in-service training and seminars attended (spell out acronyms of organizer/s and topic/s or subject/s of the training; certificates of training **NEED NOT** be submitted)
  - c. Certified copy of statement of actual duties and responsibilities
  - d. Copy of the performance rating for two consecutive periods preceding the nomination
  - e. Copy of Passport
2. Other documentary requirements to be submitted if accepted:
  - a. Certified copy of service record
  - b. Photocopy of Diploma (Baccalaureate/postgraduate)
  - c. Photocopy of Transcript of Records (Baccalaureate/postgraduate)
  - d. Certification that the nominee has no pending scholarship nomination to other program
  - e. Certification that the nominee has no pending administrative and criminal case
  - f. Certification from the school/division that the nominee has no financial and office accountabilities
  - g. Ombudsman clearance
  - h. Scholarship Contract



DEPARTMENT OF EDUCATION  

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OFFICE OF THE UNDERSECRETARY  
FOR REGIONAL OPERATIONS

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**MEMORANDUM**

**D. NOMINATION PROCEDURES (SEAMEO QITEP)**

- a. Each member country will establish a team of evaluators to select the country's best science teacher who can present a concrete science related output that resulted from his/her teaching experience in the classroom or in the community.
- b. The general criteria should include dedication, integrity, and science teaching innovation (especially in inquiry based science education) which has significant impact on students performance. Every member country may determine additional criteria to accommodate its interest and uniqueness.
- c. After the selection, the member country should inform the selection process, the additional criteria and the name of the awardee with his/her curriculum vitae and photograph to the Centre for further deliberation.
- d. The awardee will be required to disseminate good practices and innovation of teaching method through oral and poster presentations during the International Conference.



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FOR REGIONAL OPERATIONS

**SCHOLARSHIP ADVISORY**

Scholarship No. 25, s. 2014

TO : Regional Directors  
Schools Division Superintendents  
Heads of Public Elementary and Secondary Schools

DATE : 24 July 2014

The SEAMEO RECSAM, announces its offering of four (4) regular courses in FY 2014-2015 namely:

**RC-PS-139-1: Linking Primary Science Learning to Everyday Life and Societal Needs**

Course Schedule: April 6-30, 2015

Participant: Science educators or key primary science teachers

Number of Participants: 2

Deadline of Application: September 30, 2014

**RC-SM-139-2: Mathematical Processes for Sustainable Learning in Secondary Classrooms**

Course Schedule: April 6-30, 2015

Participant: Mathematics educators or key secondary mathematics teachers

Number of Participants: 2

Deadline of Application: September 30, 2014

**RC-PS-139-3: Active Learning of Primary Science Through the Integration of ICT**

Course Schedule: April 6-30, 2015

Participant: Science educators or key upper primary (or lower secondary) science teachers

Number of Participants: 1

Deadline of Application: September 30, 2014

**RC-SM-139-4: Lesson Study: Improving Instructional Practices in Secondary Mathematics Classrooms**

Course Schedule: April 6-30, 2015

Participant: Mathematics educators or key secondary mathematics teachers

Number of Participants: 2

Deadline of Application: September 30, 2014



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**SCHOLARSHIP ADVISORY**

The program aims to provide training interventions on the following areas in Science and Math.

Each region is requested to send two (2) nominees noting the criteria for selection of the participants (see attached Annex A). Please note the need for English language certification from the head of office.

The application forms and other instructions are attached in this advisory. For further inquiries and clarifications, kindly call at telephone numbers (60) 4-6522700 or email address at [director@recsam.edu.my](mailto:director@recsam.edu.my).

All applicants must be endorsed by their respective heads of divisions and regions. Nominations must be sent to the Scholarships Secretariat at the Central Office.

Immediate dissemination and appropriate action for this Scholarship Advisory is desired.

  
**RIZALINO D. RIVERA**  
Undersecretary

SEAMEO RECSAM/Science & Math/dasgr/07-24-14





DEPARTMENT OF EDUCATION  
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 FOR REGIONAL OPERATIONS

**SCHOLARSHIP ADVISORY**

<b>Addressee</b>	Regional Directors Schools Division Superintendents Heads of Public Elementary and Secondary Schools		
<b>Sponsoring Group</b>	SEAMEO RECSAM		
<b>Scholarship Program</b>	Science and Math Training Courses for FY 2014-2015		
<b>Application Addressee</b>	Scholarships Secretariat Staff Development Division, HRDS Department of Education Teodora Alonzo Building II DepEd Complex, Meralco Avenue, Pasig City		
<b>Target Participants</b>	Senior Secondary and Primary School Teachers/Secondary School Teachers for Science and Math	<b>Number of Nominees</b>	Two (2) per region
<b>Date of the Program</b>	FY 2014-2015	<b>Deadline of Submission of Nominees</b>	On or before September 30, 2014
<b>Website/Contact Numbers</b>	Email: director@reksam.edu.my (60) 4-6522700	<b>Endorsement</b>	Division and Regional Heads
<b>Donor Country</b>	Training fee and kits, airfare, airport courtesies, accommodation (twin-sharing), tea breaks, lunch, allowance, per diem, travel insurance, immigration and visa processing, and other support services	<b>DepEd Counterpart</b>	Salary and benefits of the nominee for the duration of the awards



DEPARTMENT OF EDUCATION  
OFFICE OF THE UNDERSECRETARY  
FOR REGIONAL OPERATIONS

SCHOLARSHIP ADVISORY

ANNEX A

A. QUALIFICATION REQUIREMENTS

1. **Philippine Government**

- a. Candidate must have rendered at least three (3) years of service;
- b. Must hold a permanent appointment;
- c. Must have a college degree related to the field of study or has sufficient demonstrated ability and experience along the field of study;
- d. Must have obtained at least a very satisfactory performance rating for two consecutive periods preceding the nomination
- e. Must not have a pending application for scholarship under another program; and
- f. Must have rendered the service obligation required under Executive Order 367 for scholarship recently concluded before he/she could again nominated for another course where the field of study is different from the previous training.

B. FINANCIAL ASSISTANCE

1. DepEd will provide the salary of the nominee for the duration of the award
2. Donor Country

C. DOCUMENTARY REQUIREMENTS (DEPED)

1. Supporting documents to be submitted prior to screening and evaluation:
  - a. A letter of nomination addressed to the Chairman of DepEd Scholarship Committee signed by the Regional Director or its duly authorized official
  - b. Updated Personal Data Sheet/Resume with list of in-service training and seminars attended (spell out acronyms of organizer/s and topic/s or subject/s of the training; certificates of training **NEED NOT** be submitted)
  - c. Certified copy of statement of actual duties and responsibilities
  - d. Copy of Passport
2. Other documentary requirements to be submitted if accepted:
  - a. Certified copy of service record
  - b. Photocopy of Diploma (Baccalaureate/graduate)
  - c. Photocopy of Transcript of Records (Baccalaureate/graduate)
  - d. Certification that the nominee has no pending scholarship nomination to other program
  - e. Certification that the nominee has no pending administrative and criminal case
  - f. Certification from the school/division that the nominee has no financial and office accountabilities
  - g. Scholarship Contract



DEPARTMENT OF EDUCATION

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FOR REGIONAL OPERATIONS

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*SCHOLARSHIP ADVISORY*

**D. PROGRAM REQUIREMENTS (SEAMEO RECSAM)**

- a. Proficient in English
- b. Must be excellent in health condition (a medical certificate accomplished by a government physician certifying that the participant is medically fit for a 4-week programme is to be attached to the course application form)
- c. Should not be more than 50 years of age
- d. Should not in expectant mother condition (for female participant)
- e. Courses requirements can be seen in the attached supplement in the general information regarding the courses



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**SCHOLARSHIP ADVISORY**

Scholarship No. 24, s. 2014

**TO :** Bureau and Regional Directors  
Schools Division Superintendents  
Heads of Public Elementary, Secondary and Tech-Voc Schools

**DATE :** 23 July 2014

The Japan International Cooperation Agency in coordination with the Technical Education and Skills Development Authority (TESDA) announces its offering of training for **Industrial Technology Education** for CY 2014.

The program aims to get an overview of technology education in Japan, to study the curriculum and methods in six areas of Japanese technology education and experience these technologies through lectures, observations and discussions and formulate action plans with focus on teacher training curriculum and textbooks for industrial technology education.

Each region and bureau is requested to send one (1) nominee noting the criteria for selection of the participants (see attached Annex A). Please note the need for English language certification from the head of office.

The application forms and other instructions can be downloaded at this website: <http://www.chubu.ac.jp/english/> For further inquiries and clarifications, kindly call at telephone numbers (+81) 525330220 or email address at [cbictp1@jica.go.jp](mailto:cbictp1@jica.go.jp).

All applicants should be endorsed by their respective heads of division and region or bureau. Applications should be addressed and sent to the **Scholarships Secretariat**, Staff Development Division, HRDS, Department of Education, Teodora Alonzo Building II, DepEd Complex, Meralco Avenue, Pasig City on or before August 10, 2014.





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**SCHOLARSHIP ADVISORY**

Immediate dissemination and appropriate action for this Scholarship Advisory is desired

  
RIZALINO D. RIVERA  
Undersecretary  


*||CA/Training/bc/11/01 23 14*



DEPARTMENT OF EDUCATION  


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 OFFICE OF THE UNDERSECRETARY  
 FOR REGIONAL OPERATIONS

**SCHOLARSHIP ADVISORY**

Addressee	Bureau and Regional Directors Schools Division Superintendents Heads of Public Elementary, Secondary and Tech-Voc Schools		
Sponsoring Group	Japan International Cooperation Agency		
Scholarship Program	Industrial Technology Education		
Application Addressee	Scholarships Secretariat Staff Development Division, HRDS Department of Education Teodora Alonzo Building II DepEd Complex, Meralco Avenue, Pasig City		
Target Participants	Secondary Public School Teachers	Number of Nominees	One (1) per region, or bureau
Date of the Program	October 19 - November 29, 2014	Deadline of Submission of Nominees	August 10, 2014
Website/Contact Numbers	Website: <a href="http://www.chubu.ac.jp/english/">http://www.chubu.ac.jp/english/</a> Email: <a href="mailto:cbictp1@jica.go.jp">cbictp1@jica.go.jp</a>  (+81) 525330220	Endorsement	Division and Regional Heads



DEPARTMENT OF EDUCATION  
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**SCHOLARSHIP ADVISORY**

Addressee	Bureau and Regional Directors Schools Division Superintendents Heads of Public Elementary, Secondary and Tech-Voc Schools		
Sponsoring Group	Japan International Cooperation Agency		
Scholarship Program	Industrial Technology Education		
Application Addressee	Scholarships Secretariat Staff Development Division, HRDS Department of Education Teodora Alonzo Building II DepEd Complex, Meralco Avenue, Pasig City		
Target Participants	Secondary Public School Teachers	Number of Nominees	One (1) per region, or bureau
Date of the Program	October 19 - November 29, 2014	Deadline of Submission of Nominees	August 10, 2014
Website/Contact Numbers	Website: <a href="http://www.chubu.ac.jp/english/">http://www.chubu.ac.jp/english/</a> Email: <a href="mailto:cbictp1@jica.go.jp">cbictp1@jica.go.jp</a>  (+81) 525330220	Endorsement	Division and Regional Heads



DEPARTMENT OF EDUCATION  
OFFICE OF THE UNDERSECRETARY  
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**SCHOLARSHIP ADVISORY**

- D. PROGRAM REQUIREMENTS (Japan International Cooperation Agency)**
- a. Officers and employees nominated by the head of department/agency, institution or university or non-governmental organization and private enterprise;
  - b. Must have rendered at least two years of service in the government at the time of nomination;
  - c. Must hold a permanent appointment at the organization nominating him/her;
  - d. Must have obtained at least a very satisfactory performance rating for two consecutive periods preceding the nomination;
  - e. Must have a college degree and/or sufficient demonstrated ability and experience related/relevant to the course applied for;
  - f. Must have no pending administrative and/or criminal case;
  - g. Must have no pending nomination for scholarship in another program/course;
  - h. Must have already rendered the required service obligation for a scholarship previously enjoyed;
  - i. Must meet the position level, age, education and experience required and specified by the donor country/organization/course;
  - j. Must be physically fit to travel and undergo overseas training.





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FOR REGIONAL OPERATIONS

**SCHOLARSHIP ADVISORY**

Scholarship No. 26, s. 2014

**TO :** Regional Directors  
Schools Division Superintendents  
Heads of Public Elementary and Secondary Schools

**DATE :** 25 July 2014

The **Ministry of Education, Thailand**, announces the holding of International Conference on the Teaching Profession in ASEAN on the Occasion of the 2014 World Teachers' Day on October 5, 2014.

The program aims to honor the teaching profession and to exchange knowledge, ideas and experiences on the teaching profession at the national and regional levels among participants.

Each region is requested to send two (2) nominees noting the criteria for selection of the participants (see attached Annex A). Please note the need for English language certification from the head of office.

The application forms and other instructions are attached in this advisory. For further inquiries and clarifications, kindly call at telephone numbers (02) 6337237/6388638 or email address at [dsiripak@gmail.com](mailto:dsiripak@gmail.com)/[fru@ksp.orth](mailto:fru@ksp.orth).

All applicants must be endorsed by their respective heads of divisions and regions. Nominations must be sent to the Scholarships Secretariat at the Central Office.

Immediate dissemination and appropriate action for this Scholarship Advisory is desired.

  
**RIZALINO D. RIVERA**  
Undersecretary

*Ministry of Education/International Conference/dugar/07-25-14*



DEPARTMENT OF EDUCATION  
OFFICE OF THE UNDERSECRETARY  
FOR REGIONAL OPERATIONS

**SCHOLARSHIP ADVISORY**

**ANNEX A**

**A. QUALIFICATION REQUIREMENTS**

**1. Philippine Government**

- a. Candidate must have rendered at least three (3) years of service;
- b. Must hold a permanent appointment;
- c. Must have a college degree related to the field of study or has sufficient demonstrated ability and experience along the field of study;
- d. Must have obtained at least a very satisfactory performance rating for two consecutive periods preceding the nomination
- e. Must not have a pending application for scholarship under another program and
- f. Must have rendered the service obligation required under Executive Order 367 for scholarship recently concluded before he/she could again be nominated for another course where the field of study is different from the previous training.

**B. FINANCIAL ASSISTANCE**

1. DepEd will provide the salary of the nominee for the duration of the award
2. Donor Country

**C. DOCUMENTARY REQUIREMENTS (DEPED)**

1. Supporting documents to be submitted prior to screening and evaluation:
  - a. A letter of nomination addressed to the Chairman of DepEd Scholarship Committee signed by the Regional Director or its duly authorized official
  - b. Updated Personal Data Sheet/Resume with list of in-service training and seminars attended (spell out acronyms of organizer/s and topic/s or subject/s of the training; certificates of training **NEED NOT** be submitted)
  - c. Certified copy of statement of actual duties and responsibilities
  - d. Copy of Passport
2. Other documentary requirements to be submitted if accepted:
  - a. Certified copy of service record
  - b. Photocopy of Diploma (Baccalaureate/graduate)
  - c. Photocopy of Transcript of Records (Baccalaureate/graduate)
  - d. Certification that the nominee has no pending scholarship nomination to other program
  - e. Certification that the nominee has no pending administrative and criminal case
  - f. Certification from the school/division that the nominee has no financial and office accountabilities
  - g. Scholarship Contract



DEPARTMENT OF EDUCATION  


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FOR REGIONAL OPERATIONS

**SCHOLARSHIP ADVISORY**

<b>Addressee</b>	Regional Directors Schools Division Superintendents Heads of Public Elementary and Secondary Schools		
<b>Sponsoring Group</b>	Ministry of Education, Thailand		
<b>Scholarship Program</b>	International Conference on the Teaching Profession in ASEAN		
<b>Application Addressee</b>	Scholarships Secretariat Staff Development Division, HRDS Department of Education Teodora Alonzo Building II DepEd Complex, Meralco Avenue, Pasig City		
<b>Target Participants</b>	Elementary and Secondary School Teachers	<b>Number of Nominees</b>	Two (2) per region
<b>Date of the Program</b>	October 4-6, 2014	<b>Deadline of Submission of Nominees</b>	On or before July 31, 2014
<b>Website/Contact Numbers</b>	Email: dsripak@gmail.com or fru@ksp.or.th (02) 6337237/6388638	<b>Endorsement</b>	Division and Regional Heads
<b>Donor Country</b>	Airfare, airport courtesies, accommodation (twin-sharing), tea breaks, lunch, allowance, per diem, travel insurance, immigration and visa processing, and other support services	<b>DepEd Counterpart</b>	Salary and benefits of the nominee for the duration of the awards



DEPARTMENT OF EDUCATION  
OFFICE OF THE UNDERSECRETARY  
FOR REGIONAL OPERATIONS

**SCHOLARSHIP ADVISORY**

**ANNEX A**

**A. QUALIFICATION REQUIREMENTS**

**1. Philippine Government**

- a. Candidate must have rendered at least three (3) years of service;
- b. Must hold a permanent appointment;
- c. Must have a college degree related to the field of study or has sufficient demonstrated ability and experience along the field of study;
- d. Must have obtained at least a very satisfactory performance rating for two consecutive periods preceding the nomination
- e. Must not have a pending application for scholarship under another program; and
- f. Must have rendered the service obligation required under Executive Order 367 for scholarship recently concluded before he/she could again nominated for another course where the field of study is different from the previous training.

**B. FINANCIAL ASSISTANCE**

1. DepEd will provide the salary of the nominee for the duration of the award
2. Donor Country

**C. DOCUMENTARY REQUIREMENTS (DEPED)**

1. Supporting documents to be submitted prior to screening and evaluation:
  - a. A letter of nomination addressed to the Chairman of DepEd Scholarship Committee signed by the Regional Director or its duly authorized official
  - b. Updated Personal Data Sheet/Resume with list of in-service training and seminars attended (spell out acronyms of organizer/s and topic/s or subject/s of the training; certificates of training **NEED NOT** be submitted)
  - c. Certified copy of statement of actual duties and responsibilities
  - d. Copy of Passport
2. Other documentary requirements to be submitted if accepted:
  - a. Certified copy of service record
  - b. Photocopy of Diploma (Baccalaureate/graduate)
  - c. Photocopy of Transcript of Records (Baccalaureate/graduate)
  - d. Certification that the nominee has no pending scholarship nomination to other program
  - e. Certification that the nominee has no pending administrative and criminal case
  - f. Certification from the school/division that the nominee has no financial and office accountabilities
  - g. Scholarship Contract
  - h. Country Report