



Division Memorandum
No. 17, s. 2019

TO: All PSDS/DIC
All Elementary and Secondary School Heads
This Division

FROM: **MARILOU B. DEDUMO, Ph. D., CESO V**
Schools Division Superintendent

SUBJECT: **DOCUMENT SUBMISSION OF INTERESTED APPLICANTS FOR THE 2019-2020 DEPED-
BUKIDNON STATE UNIVERSITY GRADUATE SCHOLARSHIP GRANTS FOR SCHOOL
ADMINISTRATORS AND CLASSROOM TEACHERS IN MINDANAO**

DATE: January 7, 2019

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1. The Department of Education (DepEd) fully supports the continuous development of its manpower to improve performance through scholarship/fellowship and training grants local and overseas among others.
 2. To facilitate the selection of prospective grantees, all schools shall on the basis of needs, encourage their teachers/submit their nominees, to the DepEd Scholarship Focal Person-Human Resource Development Department.
 3. School Heads and PSDSs/DICS must consider that nominees/interested applicants should meet the following basic requirements:
 - Had been in the service for at least 5 years with at least very satisfactory performance for the last two years;
 - Has shown strong leadership potential in the school and in the community;
 - Has initiated innovations in the area being recommended;
 - Has no pending administrative case and a person of good moral character;
 - Is certified to be in good health by a local government physician and is fit to undergo serious studies away from his/her family for a week or more to one year;
 - Has capability to disseminate or train other teachers/school administrators on the area studied upon returning from training;
 - After availment of the study grant, the scholar shall serve DepEd for 2 years for every year of study or a fraction thereof not less than 6 months; 1 year for a fraction of a year less than 6 months but not less than 2 months of study, and; 6 months for a fraction of a year less than 2 months as stipulated in Executive Order No. 367 dated August 21, 1989 (Enclosure No. 1);
 - Is computer literate as needed; and
 - Is 50 years old and below or depending on the age requirement set by the sponsoring organization/ agency and/or Department.
 4. For further information, you may refer to the attached memorandum No. 147, s. 2018.
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Republic of the Philippines
DEPARTMENT OF EDUCATION
CARAGA Administrative Region
DIVISION OF SURIGAO DEL SUR
Tandag City



5. All documents of nominees/interested applicants must be submitted to the Human Resource and Development Department for review and approval of the Schools Division Superintendent.
6. Final evaluation of nominees shall be undertaken by the Human Resource and Development Department which may/shall directly contact the nominee for other needed documents for submission.
7. Immediate dissemination of this memorandum is desired.

sgod/hrd/correos

References: DO 68, s. 2009

To be indicated in the Perpetual Index
under the following subjects

SCHOLARSHIPS
TRAINING PROGRAMS

TEACHERS
ADMINISTRATORS