



Republic of the Philippines
Department of Education
 REGION I



REGIONAL MEMORANDUM
 No. 230, s. 2024

**CALL FOR NOMINATIONS FOR SEAMEO REGIONAL LANGUAGE CENTRE
 SCHOLARSHIPS FOR CALENDAR YEAR 2025**

To: Schools Division Superintendents

1. The Southeast Asian Ministers of Education Organization Regional Language Centre (SEAMEO RELC) announces its scholarship programs intended for language education teachers for Calendar Year 2025, with details as follows:

Course/Program	Course Schedule	Modality	Deadline of Submission
1. C111: Advanced Specialist Certificate in Teaching Listening and Speaking	January 7-24, 2025	Face to Face	August 30, 2024
2. C112: Advanced Specialist Certificate in Teaching Reading and Writing	January 7-24, 2025	Face to Face	
3. MTESOL: Master of Teaching English to Speakers of Other Languages	February 24, 2025-February 6, 2026	Blended	
4. C113: Advanced Specialist Certificate in Language Assessment	April 8-25, 2025	Face to Face	
5. C419: Specialist Certificate in Professional Development of Teacher Leaders/Supervisors	May 6-23, 2025	Face to Face	
6. C103: Postgraduate Diploma in Applied Linguistics	July 1-December 12, 2025	Blended	September 18, 2024
7. C423: Specialist Certificate in Technology-Enhanced Language Teaching	September 2-19, 2025	Face to Face	
8. C325: Specialist Certificate in TESOL with Cambridge Teaching Knowledge (Foundation) for Secondary /High School Teachers	September 23-October 17, 2025	Face to Face	
	January-February 2026	In-country Lesson Observation and Summative Assessment	



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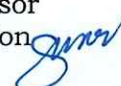
2. The Schools Division Offices (SDOs) are encouraged to nominate at least one (1) qualified language teacher. Nominees must meet the qualifications and submit documentary requirements listed in the *General Eligibility Requirements / Checklist* (Enclosure 1). The *Scholarship Clearance* (Enclosure 2) should also be submitted.
3. Nominees shall complete the attached screening form and other required documents and upload them via: <https://tinyurl.com/SEAMEORELC-CY25> on or before the set deadlines.
4. 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, discrepancies in documents, etc.
5. For queries or concerns, please contact the Human Resource Development Division (HRDD) through (072) 682-23-24.
6. For immediate dissemination and appropriate action.

For the Regional Director:



OSCAR P. FLORES

Chief Education Supervisor
Quality Assurance Division



Reference: DM-OUHROD-2024-1358
Encl: as stated
To be indicated in the Perpetual Index
under the following subjects:

LANGUAGE

SCHOLARSHIPS

HRDD/vrdg/RM_SEAMEORELC2025
July 18, 2024



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HRDD240938

RM_ Call for Nominations for SEAMEO Regional Language Centre Scholarships for Calendar Year
2025

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
	e. Must be physically, mentally, and psychologically fit.	Medical certificate from any government physician as to health status.
	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)

	i. Must be willing to prepare, share, and implement a Scholarship Report and Work Application Plan (WAP).	
	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
	k. Has already finished his/her existing service obligation for a scholarship, if any. **in any case that the HRDD has no existing format, please use Enclosure 2 of this memo l. Has no pending application for retirement.	Clearance from HRDD/NEAP
	m. Must be able to render his/her service obligation vis- a- vis duration of the scholarship.	

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
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

COURSE TITLE
Application of (NAME of NOMINEE)

Region: _____

Submitted on (DATE and TIME)

1. Email Addresses:	
2. Training Course:	
3. Contact Numbers:	
4. Designation/Position:	
5. Workstation: (School/Office Unit)	
6. School Division Office:	
7. Religion:	
8. Age:	
9. Number of years in DepEd:	
10. Work experience/s related to Leadership: (indicate the highlights and duration.)	
11. Outstanding accomplishments: (Max of 5)	
12. Educational attainment (indicate school, program, specialization, and title of Thesis/Dissertation, if any.)	
13. What were the challenges you experienced as a teacher? What did you learn from them?	
14. What initiatives do you plan to implement so your school will benefit from this program?	
15. How did you hear about this scholarship opportunity?	