



Republic of the Philippines  
Department of Education  
Region IV-A CALABARZON

**CITY SCHOOLS DIVISION OFFICE OF ANTIPOLO**



DIVISION ADVISORY NO 32, S. 2019

In compliance with DepEd Order No. 8, S. 2013

This Advisory is issued for the information of all Public Junior and Senior High  
Schools  
March 11, 2019

**SEAMEO RELC SCHOLARSHIP FOR 2019 CERTIFICATE IN ENGLISH LANGUAGE  
TEACHING – SECONDARY (CELTS-S)**

In reference to the Regional Memorandum on Submission of List of Names and Documents of Qualified Nominee for SEAMEO-RELC Scholarship dated last March 8, this office requests all qualified applicants may submit their documents to this Office (Attention: Ms. Gayle J. Malibiran, EPS II-HRD) on or before March 22, 2019. Name and supporting documents will be forwarded to the Regional Office for perusal.

Attached herewith is the said memorandum detailing the set of qualifications and needed documentary requirements.

For the information of the field.



"EDUKASYONG TAPAT AT SAPAT PARASALAHAT"

New Bldg - Sports Educational Hub, Sen. L. Sumulong Memorial Circle, Brgy. San Isidro, Antipolo City  
Old Bldg. - C. Lewis Extension, Barangay San Isidro, Antipolo City  
[www.depedantipolo.comantipolo.city@deped.gov.ph](http://www.depedantipolo.comantipolo.city@deped.gov.ph)  
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Republic of the Philippines  
Department of Education  
**REGION IV-A CALABARZON**  
Gate 2 Karangalan Village  
1900 Cainta, Rizal



# 1988

**TO :** ALL SCHOOLS DIVISION SUPERINTENDENTS



**FROM :** DIOSDADO M. SAN ANTONIO  
*Director IV*

**SUBJECT :** SUBMISSION OF LIST OF NAMES AND DOCUMENTS OF QUALIFIED  
NOMINEE FOR SEAMEO-RELC SCHOLARSHIP

**DATE :** MARCH 08, 2019

1. In reference to DM-CI-2019-00056 on Southeast Asian Ministers of Education Organization-Regional Language Center -SEAMEO RELC Scholarship for the 2019 Certificate in English Language Teaching –Secondary (CELT5-S). This office through the Human Resource Development Division Development (HRDD) requests each Schools Division Office to submit the name and documents of one (1) qualified nominee for the said scholarship. Please email the documents to [hrd.calabarzon@deped.gov.ph](mailto:hrd.calabarzon@deped.gov.ph) on or before March 27, 2019.
2. Please refer to attached nomination form and criteria for the said scholarship.
3. The screening and evaluation of documents of nominees by the screening committees will start on March 28, 2019. A letter will be sent through email for those who will qualify for interview.
4. Immediate dissemination of this memorandum is desired.



Trunk Line: (02) 682-5773 / 647-4914 / 647-7487  
Fax: (02) 682-2114  
Website: [depedcalabarzon.ph](http://depedcalabarzon.ph)  
Facebook: DepEd R-4A Calabarzon





The program allocates four (4) slots for the Philippines with the following qualifications and the corresponding documentary requirements:

Qualification	Documentary Requirement
a. Filipino citizen	1. Personal Data Sheet
b. Not more than 50 years old	2. RELC Application Form
c. at least 2-years of full-time English language teaching experience or experience in English language/curriculum planning and language development program	3. Service record
d. Must have no pending administrative and/or criminal case	4. Certification of no pending administrative and/or criminal case signed by the applicant's respective legal / administrative officer
e. Medically fit as certified by a licensed physician	5. Medical certificate of physical fitness issued by a physician from a recognized accredited health institution
f. Able to understand, speak and write in English	6. Result/s of any language proficiency test such as TOEFL/IELTS/EPT, if available
g. Able to utilize course learning as well as share them with other school heads upon return to their work station	
	Note: Applicants who do not meet this requirement will be required to pass the RELC English selection test.
	7. Draft work application project/action plan focused on teaching methodologies focusing on English Language Teaching
h. Computer literate and have access to Internet connection to enable them to participate in online interactions	8. endorsements from the Schools Division Office through the Office of the SDS
	9. Nomination Letter from the Regional Director or his/her duly authorized representative (thru the Regional HRDD Chiefs)



Southeast Asian Ministers of Education Organization  
**Regional Language Centre**  
 Centre of Choice

**APPLICATION FOR ADMISSION AS A CANDIDATE TO THE  
 MA/DIPLOMA/CERTIFICATE COURSES**

**IMPORTANT**

- a) All entries must be completed. Please enter 'N.A.' if an entry is not applicable.

Passport-sized  
 Photograph

- Please indicate course code, title and dates below:

Course Code	Course Title	Course Dates

- Please indicate the status of the applicant by putting a tick (✓) in the appropriate box.

- Nominated by SEAMEO Ministry of Education, \_\_\_\_\_  
 for SEAMEO RELC Scholarship (Country)
- Applying as a private fee-paying applicant
- Applying as a non-SEAMEO RELC Scholarship/Bursary applicant  
 If admitted, the Scholarship/Bursary will be awarded to me by

\_\_\_\_\_  
 (Name of Sponsor/Agency)

\_\_\_\_\_  
 (Address of Sponsor/Agency)

**PART A: PERSONAL PARTICULARS**

- Full name (as in passport): (\*Dr/Mr/Mrs/Ms/Miss)  
 \_\_\_\_\_  
 (Please PRINT and underline surname)
- Gender\*:  Male  Female
- Home address: \_\_\_\_\_  
 \_\_\_\_\_ Tel no: \_\_\_\_\_ Email: \_\_\_\_\_
- Office address: \_\_\_\_\_  
 \_\_\_\_\_ Fax no: \_\_\_\_\_ Tel no: \_\_\_\_\_ Email: \_\_\_\_\_
- Address for correspondence\*:  Home address  Office address
- Date of birth: \_\_\_\_\_ Age: \_\_\_\_\_ Place of birth: \_\_\_\_\_  
 (DD/MM/YY) (Country & Province)
- Nationality/Citizenship: \_\_\_\_\_ Religion: \_\_\_\_\_ Marital status: \_\_\_\_\_
- Race\*:  Chinese  Indian  Malay  Others \_\_\_\_\_

\* Please delete whichever is not applicable. \* Please tick (✓) accordingly.



• Identification<sup>4</sup>:

- Singapore Citizen     Singapore Permanent Resident    NRIC no: \_\_\_\_\_  
 Student Pass     Employment Pass     Other Pass    FIN no: \_\_\_\_\_

*For International Applicants*

- Passport no: \_\_\_\_\_ Country and Place of Issue: \_\_\_\_\_  
 Passport Expiry Date (valid for at least 6 months): \_\_\_\_\_  
 Passport Issue Date: \_\_\_\_\_ (DDMMYY)  
 (DDMMYY)
- Identification Card number: \_\_\_\_\_

• Person to contact in an emergency:

- Name: \_\_\_\_\_  
 Contact no (including area code): \_\_\_\_\_  
 Relationship to Applicant: \_\_\_\_\_

**PART B: PROFESSIONAL QUALIFICATIONS**

**(1) ACADEMIC QUALIFICATIONS**

List colleges/universities and/or other tertiary institutions attended, including courses at SEAMEO Regional Language Centre (in chronological order):

Period attended		Name of institution and country	Major subject(s)/field(s) of study	Qualifications obtained/pending
From	To			
DD/MM/YY	DD/MM/YY	XYZ University, ABC country	Applied Linguistics	Bachelor's Degree in Applied Linguistics

If applicable, please indicate your GCE 'A' Level General Paper / 'O' Level English results below<sup>5</sup>:

- 'A' Level: \_\_\_\_\_  
 • 'O' Level: \_\_\_\_\_

If English was not the language of instruction in your previous institution, please indicate your results of one of the below test<sup>6</sup>:

- IELTS: \_\_\_\_\_  
 • TOEFL: \_\_\_\_\_ paper/computer/internet\* based  
 • SPM/STPM/MJET\*: \_\_\_\_\_  
 • CU TEP: \_\_\_\_\_  
 • APTIS: \_\_\_\_\_

\* Please delete whichever is not applicable. <sup>4</sup>Please tick (✓) accordingly. <sup>5</sup>Please indicate N.A. if it is not applicable.