



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



July 7, 2025

REGIONAL MEMORANDUM

No. 617, s. 2025

To: Schools Division Superintendents
All Others Concerned

**CALL FOR NOMINATION FOR SEAMEO REGIONAL CENTRE FOR QITEP IN
MATHEMATICS (SEAQIM) REGULAR COURSES**

1. In reference to the attached Memorandum DM-OUHROD-2025-1642, dated 20 June 2025, from Wilfredo E. Cabral, Undersecretary for Human Resource and Organizational Development, and Carmela C. Oracion, Assistant Secretary for Human Resource and Organizational Development (National Educators Academy of the Philippines), this Office informs the field of the above-mentioned subject.
2. All SDOs are **advised to nominate one (1) qualified candidate for Regional Evaluation**. SEPS-HRD shall submit **complete documentary requirements and endorsement of their nominee** in this Office on or before **July 18, 2025**. **Only the nominee endorsed by this Office** shall upload their documents (in PDF format) through Microsoft Forms which can be accessed through the link: <https://forms.office.com/r/g8mg1UuJKdU>. Kindly use official DepEd email account in submitting the requirements.
3. For further information and any concerns, please contact **Richard D. Vidal**, Education Program Specialist II, Regional Scholarship Focal Person, Human Resource Development Division through email richard.vidal@deped.gov.ph.
4. Immediate dissemination of this Memorandum is desired.

JOCELYN DR ANDAYA

Regional Director, NCR
concurrent Officer-In-Charge, Office of the
Assistant Secretary for Operations

Encl. as stated

rdv/hrdd



Address: **6 Misamis Street, Bago Bantay, Quezon City**
Email Address: ncr@deped.gov.ph
Website: <http://www.depedncr.com.ph>



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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2025-1642

**TO : Regional Directors
Schools Division Superintendents
School Heads
All Others Concerned**

FROM : WILFREDO E. CABRAL
*Undersecretary
Human Resource and Organizational Development*

Carmela C. Oracion
CARMELA C. ORACION
*Assistant Secretary
Human Resource and Organizational Development
(National Educators Academy of the Philippines)*

**SUBJECT : CALL FOR NOMINATION FOR SEAMEO REGIONAL CENTRE
FOR QITEP IN MATHEMATICS (SEAQIM) REGULAR COURSES**

DATE : 20 June 2025

1. The Southeast Asian Ministers of Education Organization Regional Centre for Quality Improvement of Teachers and Education Personnel in Mathematics (SEAQIM) announces its **Call for Nominations** for its regular courses, with details as follows:

Regular Course	Schedule	Target Participants	Deadline
Joyful Learning in Mathematics Education	23 July – 05 August 2025 <i>Face-to-face (Yogyakarta, Indonesia)</i>	Primary School Teachers	25 June 2025
Differentiated Instruction in Mathematics Education	13-26 August 2025 <i>Face-to-face (Yogyakarta, Indonesia)</i>	Senior High School/ Vocation School Mathematics Teachers	25 June 2025
Clinical Supervision in Mathematics Education	08-21 October 2025 <i>Online</i>	School Principals and Supervisors	25 July 2025

2. The personnel to be nominated must meet the following qualifications:

- a. Must be Mathematics classroom teachers;
- b. Under fifty (50) years old;
- c. With at least three (3) years of teaching experience;



- d. Proficient in English;
 - e. In excellent health (*supported by a medical certificate*); and
 - f. Not currently pregnant (*for female participants*).
3. For selection purposes, the National Educators Academy of the Philippines (NEAP) encourages each Regional Office to **nominate at least one (1) qualified participant**. All nominees must also meet the qualifications and submit the documentary requirements listed in *Enclosure 1*. The *Scholarship Clearance (Enclosure 2)* should also be submitted.
 4. The **Participant Nomination Form and required documents must be accomplished and uploaded (in PDF form) on or before the set deadlines**, through the Microsoft Office Form which can be accessed through the link <https://forms.office.com/r/g8mg1UuKdU>. Kindly use official DepEd email accounts in submitting the requirements.
 5. Please note that applications may be disqualified due to various reasons, such as but not limited to, incomplete requirements; lack of official endorsement/s, direct sending of requirements to the Secretariat's email, discrepancies in documents, etc.
 6. **The SEAQiM shall shoulder the onsite participants' accommodation, meals, course materials, and reimbursement of economy airfare (to and from Yogyakarta, Indonesia).**
 7. The participants are advised to bring their own laptops, casual attire for daily physical activities, and any necessary medication/s for the whole duration of the course in Indonesia.
 8. Further information on the courses offered may be accessed through the link <https://bit.ly/SEAQiMRC2025>.
 9. Should you need additional information or have any concerns, please contact the **NEAP Scholarship Secretariat** through email scholarships@deped.gov.ph and/or landline (02) 8715-9919.
 10. For immediate dissemination and appropriate action.

Enclosures:

Enclosure 1 – Checklist of General Eligibility Requirements

Enclosure 2 – Scholarship Clearance

Copy furnished:

OFFICE OF THE SECRETARY

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

OFFICE OF THE ASSISTANT SECRETARY FOR EXTERNAL PARTNERSHIPS SERVICE



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
 Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
 Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

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Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST

Name:	
Scholarship Program:	
Sponsoring Agency/Organization:	
Region/SDO:	
Work Station:	

Remarks (✓, ✗, 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. c. Must present his/her Individual Development Plan (IDP) that is validated by the head of the office.	Latest rated performance rating with approved IDP
	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). g. Must have no current or pending enrollment in other institutions for graduate or postgraduate degree programs (for degree programs).	Updated Personal Data Sheet

	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

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>		
<hr/> Name and Signature of the Scholar		<hr/> 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)		<hr/> Date and Time
APPROVED		
<hr/> Name and Signature of the Recommending Authority (RO-HRDD)		<hr/> Date and Time