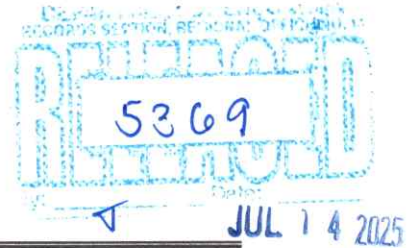




Republic of the Philippines
Department of Education
REGIONAL OFFICE IX, ZAMBOANGA PENINSULA



Office of the Regional Director

July 14, 2025

REGIONAL MEMORANDUM

No. 363, s. 2025

STREAMLINING THE SELECTION PROCESS FOR SCHOLARSHIP NOMINEES

TO: Assistant Regional Director
Schools Division Superintendents
RO & SDOs Scholarship Committee
This Region

1. To ensure a more systematic and thorough selection process for scholarship nominees within DepEd Region IX, and to address the challenges encountered due to limited time in screening procedures, this Office issues this Regional Memorandum for the guidance and compliance of all concerned.

2. This memorandum aims to institutionalize an **early identification and screening process at the Schools Division Offices (SDOs) level**, thereby providing sufficient time for a comprehensive evaluation of potential scholarship grantees.

3. The following measures are undertaken based on the scholarship committee resolution number 1, dated June 20, 2025, which highlights among others the following:

a. **One-Time Screening of Scholars.** The division offices shall conduct their one-time screening of scholarship applicants based on their needs, qualifications and merits for teaching, teaching related and non-teaching personnel to constitute the division pool of qualified scholars. The pool shall be submitted to the regional scholarship committee to compose the regional pool of qualified scholars. This proactive approach will allow SDOs ample time to conduct their internal selection and screening processes.

b. **SDS approval of the Division Pool of qualified Scholars.** The number of qualified scholars per category to be submitted to the regional office is based on the herein quota required by the committee within the year. All qualified scholars from the SDOs must be duly approved by their respective Schools Division Superintendents (SDS). This ensures accountability and validation at the division level.

c. **Inclusion of VINTA Winners and Finalists:** To recognize and encourage excellence, VINTA winners shall automatically form part of the qualified pool of scholars in the region.

d. **Quota per Division:** To ensure equitable representation across divisions, the following quotas are hereby required

Schools Division Office (Big Division)	Subject Areas/Categories	Number of Nominees
1. Zamboanga del Sur	English	7
2. Zamboanga del Norte	Filipino	7



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Schools Division Office (Big Division)	Subject Areas/Categories	Number of Nominees
3. Zamboanga Sibugay 4. Zamboanga City	Araling	7
	Panlipunan	7
	MAPEH	7
	Values Education	7
	Math (With Specialization)	5 for every specialization
	Science (With Specialization)	5 for every specialization
	TLE (With Specialization)	5 for every specialization
	Teaching-Related	7
	Non-Teaching	7
	School Heads	10

Schools Division Office (Small Division)	Subject Areas/Categories	Number of Nominees
5. Pagadian City 6. Dipolog City 7. Dapitan City 8. Isabela City	English	5
	Filipino	5
	Araling Panlipunan	5
	MAPEH	5
	Values Education	5
	Math (With Specialization)	5 for every specialization
	Science (With Specialization)	5 for every specialization
	TLE (With Specialization)	5 for every specialization
	Teaching-Related	5
	Non-Teaching	5
	School Heads	7

e. The pool of qualified scholars shall be submitted in a table format containing the following information:

1. Name of Nominee
2. Subject Taught/Area
3. Area of Specialization
4. Office/School/Station
5. Email Address
6. Contact Number

4. The pool of nominees submitted by the SDOs will be the source of data/information by the Regional Scholarship Committee (RSC) in selecting the candidates for a scholarship program.

5. The pool shall be reviewed and renewed on a yearly basis starting from the date the pool is constituted.



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6. Any unique/distinct requirement/s asked by the sponsoring organizations shall be facilitated by the RSC separately through an advisory issuance.
5. The deadline for the submission of the pool of qualified nominees is on **or before August 31, 2025**, through this email: region9.hrdd@deped.gov.ph.
6. Immediate and wide dissemination of this Memorandum is desired.

Digitally signed by Legaspi Ruth Fuentes
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O=Deped Regional Office IX, C=PH
Reason: I am the author of this document
Location:
RUTH L. FUENTES, CESO III
Regional Director

HRDD/MRA/jmp/RM
No. 029/June 23, 2025