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**[DM-OULS-2026-115] CALL FOR NOMINATIONS TO THE SINGAPORE COOPERATION PROGRAMME (SCP) TRAINING PROGRAMME ON LEADERSHIP IN SCHOOLS**

1 message

**National Educators Academy of the Philippines Office of the Director** <neap.od@depded.gov.ph>  
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Dear all,

Greetings!

1. The **Singapore Cooperation Programme (SCP)**, in collaboration with the **Technical Education and Skills Development Authority (TESDA)**, announces its Call for Nominations for the training programme on **Leadership in Schools which will be held in Singapore from July 13 to 17, 2026**.
2. The course aims to equip school administrators and leaders with the necessary dispositions and skills to effectively lead schools in an evolving and complex educational landscape. It will cover key areas such as curriculum and instructional leadership, strategic management, coaching, and change management.
3. The Program details are as follows:

Course Title	Leadership in Schools
Training Schedule	13-17 July 2026 (onsite) in Singapore
No. of Slots	One (1)
Nomination Criteria	<ul style="list-style-type: none"> <li>• Mid to Senior-Level officials involved in leadership and strategic planning</li> <li>• Proficient in written and spoken English</li> <li>• In good health</li> </ul>
Provisions Covered by SCP	<p>Course fees, visa application fees for entry into Singapore, hotel accommodation with breakfast, a per diem of \$130 per day, transportation between the hotel and the training venue, and basic insurance are covered under the SCP scholarship.</p> <p>Participants are to bear all personal and incidental expenses prior to receiving the per diem. The basic insurance coverage does not cover any pre-existing conditions or illnesses, nor any outpatient medical or dental treatment. Participants are strongly advised to purchase comprehensive travel insurance that includes adequate coverage for COVID-19-related expenses and medical evacuation in the event of an emergency.</p> <p>Please note that the round-trip economy airfare shall be shouldered by the nominee's respective <b>Bureau/Division/ Schools Division Office</b>, subject to the availability of funds.</p>
Submission Link	<a href="https://forms.office.com/r/N7TeKjZhRg">https://forms.office.com/r/N7TeKjZhRg</a>
Deadline of Submission	05 April 2026

4. For selection purposes, the National Educators Academy of the Philippines (NEAP) encourages each DepEd Central Office Bureau/Division and Regional Office PDC to nominate at least one (1) eligible personnel. Offices mentioned are also encouraged to refer to their respective Pool of Potential Scholars to facilitate a more efficient and expeditious nomination process. Nominees must individually accomplish and submit all documents listed in the **Eligibility and Documentary Checklist (Enclosure 1)** and the **Scholarship Clearance (Enclosure 2)**.

5. The personnel to be nominated must meet the following qualifications and requirements set by SCP:

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- a. Must have rendered at least two years of service in the government at the time of nomination
- b. Must hold a permanent position
- c. Must have obtained at least a very satisfactory performance rating for two consecutive periods preceding the nomination
- d. Must have a college degree and/or sufficient demonstrated ability and experience related/relevant to the course applied for
- e. Must have no pending administrative and/or criminal case
- f. Must have no pending nomination for scholarship in another program/course
- g. Must meet the position level, age, education, and experience required and specified by the sponsoring agency
- h. Must be physically fit to travel and undergo overseas training
- i. Must possess a valid passport
- j. TDI Nomination Form (Attached)
- k. Certification Format (Attached)

6. Each Nominee is required to accomplish and submit requirements set by the Department of Education (in PDF Form) via the submission link provided on or before the specified deadline. Kindly use official DepEd email accounts to submit the requirements. These include:

- a. Regional Office Nomination Form
- b. Recent Personal Data Sheet (PDS)
- c. Work Experience Sheet
- d. Endorsements from the Immediate Supervisor and Schools Division Office
- e. Proof/s of outstanding accomplishments (relevant certificates)
- f. Two (2) most recent Individual Performance and Commitment Review Form (IPCRF) ratings
- g. Updated Service Record
- h. Certificate of No Pending Case
- i. Passport
- j. Work Application Plan
- k. Medical Certificate

7. NEAP shall screen and evaluate the nominations submitted and endorse the qualified participants to TESDA.

8. Please be advised that applications may be disqualified for various reasons, including but not limited to incomplete requirements, absence of official endorsement(s), direct submission of applications to the Secretariat's email, or discrepancies in the submitted documents, among others.

9. For more information regarding the course programme, please refer to the attached **General Information Brochure**.

10. For further information or concerns, please contact the **NEAP Scholarships Secretariat** via email at [scholarships@deped.gov.ph](mailto:scholarships@deped.gov.ph) or landline (02) 8715-9919.

11. For immediate dissemination and appropriate action.

Respectfully,



**Office of the Director**  
**National Educators Academy of the Philippines**  
 Tel. No. (02) 8638-8638  
 Website: [www.deped.gov.ph/national-educators-academy-of-the-philippines/](http://www.deped.gov.ph/national-educators-academy-of-the-philippines/)  
**Department of Education**  
 DepEd Complex, Meralco Avenue, Pasig City  
[www.deped.gov.ph](http://www.deped.gov.ph)

#### CLIENT SATISFACTION FORM

Please help us in improving our service by answering our feedback form:

<https://tinyurl.com/NEAPCSSurvey>

Your response will be truly appreciated.

Thank you!



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#### 6 attachments

- DM-OULS-2026-115 Call for Nomination to the SCP Training Program on Leadership in Schools.pdf**  
1803K
- [Reference] General Information - LEADERSHIP IN SCHOOLS.pdf**  
165K
- [5K] Certification-Format.pdf**  
96K
- [5J] TDI Nomination Sheet.pdf**  
229K
- [Sheet] TDI-Nominee-Sheet.xlsx**  
56K



[Word] Certification-Format.doc  
31K



Republika ng Pilipinas

# Department of Education

OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

**MEMORANDUM**  
**DM-OULS-2026-15**

**FOR :** Undersecretaries  
Assistant Secretaries  
Bureaus and Service Directors  
Regional Directors  
Schools Division Superintendents  
School Heads  
All Others Concerned

*Carmela Oracion*

**FROM :** **CARMELA C. ORACION**  
Assistant Secretary  
Officer-in-Charge  
Office of the Undersecretary for Learning Systems

**SUBJECT :** **CALL FOR NOMINATIONS TO THE SINGAPORE COOPERATION PROGRAMME (SCP) TRAINING PROGRAMME ON LEADERSHIP IN SCHOOLS**

**DATE :** 12 March 2026

1. The **Singapore Cooperation Programme (SCP)**, in collaboration with the **Technical Education and Skills Development Authority (TESDA)**, announces its Call for Nominations for the training programme on **Leadership in Schools which will be held in Singapore from July 13 to 17, 2026.**
2. The course aims to equip school administrators and leaders with the necessary dispositions and skills to effectively lead schools in an evolving and complex educational landscape. It will cover key areas such as curriculum and instructional leadership, strategic management, coaching, and change management.
3. The Program details are as follows:

<b>Course Title</b>	<b>Leadership in Schools</b>
<b>Training Schedule</b>	13-17 July 2026 (onsite) in Singapore
<b>No. of Slots</b>	One (1)
<b>Nomination Criteria</b>	<ul style="list-style-type: none"><li>• Mid to Senior-Level officials involved in leadership and strategic planning</li><li>• Proficient in written and spoken English</li><li>• In good health</li></ul>
<b>Provisions Covered by SCP</b>	Course fees, visa application fees for entry into Singapore, hotel accommodation with breakfast, a per diem of \$130 per day,

	<p>transportation between the hotel and the training venue, and basic insurance are covered under the SCP scholarship.</p> <p>Participants are to bear all personal and incidental expenses prior to receiving the per diem. The basic insurance coverage does not cover any pre-existing conditions or illnesses, nor any outpatient medical or dental treatment. Participants are strongly advised to purchase comprehensive travel insurance that includes adequate coverage for COVID-19-related expenses and medical evacuation in the event of an emergency.</p> <p>Please note that the round-trip economy airfare shall be shouldered by the nominee's respective <b>Bureau/Division/Schools Division Office</b>, subject to the availability of funds.</p>
<b>Submission Link</b>	<a href="https://forms.office.com/r/N7TeKjZhRg">https://forms.office.com/r/N7TeKjZhRg</a>
<b>Deadline of Submission</b>	05 April 2026

4. For selection purposes, the National Educators Academy of the Philippines (NEAP) encourages each DepEd Central Office Bureau/Division and Regional Office Personnel Development Committee (PDC) to nominate at least one (1) eligible personnel. Offices mentioned are also encouraged to refer to their respective Pool of Potential Scholars to facilitate a more efficient and expeditious nomination process. Nominees must individually accomplish and submit all documents listed in the **Eligibility and Documentary Checklist (Enclosure 1)** and the **Scholarship Clearance (Enclosure 2)**.
5. The personnel to be nominated must meet the following qualifications and requirements set by SCP:
  - a. Must have rendered at least two years of service in the government at the time of nomination
  - b. Must hold a permanent position
  - c. Must have obtained at least a very satisfactory performance rating for two consecutive periods preceding the nomination
  - d. Must have a college degree and/or sufficient demonstrated ability and experience related/relevant to the course applied for
  - e. Must have no pending administrative and/or criminal case
  - f. Must have no pending nomination for scholarship in another program/course
  - g. Must meet the position level, age, education, and experience required and specified by the sponsoring agency
  - h. Must be physically fit to travel and undergo overseas training
  - i. Must possess a valid passport
  - j. TDI Nomination Form (Attached)
  - k. Certification Format (Attached)
6. Each Nominee is required to accomplish and submit requirements set by the Department of Education (in PDF Form) via the submission link provided on or before the specified deadline. Kindly use official DepEd email accounts to submit the requirements. These include:
  - a. Regional Office Nomination Form
  - b. Recent Personal Data Sheet (PDS)

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- c. Work Experience Sheet
  - d. Endorsements from the Immediate Supervisor and Schools Division Office
  - e. Proof/s of outstanding accomplishments (relevant certificates)
  - f. Two (2) most recent Individual Performance and Commitment Review Form (IPCRF) ratings
  - g. Updated Service Record
  - h. Certificate of No Pending Case
  - i. Passport
  - j. Work Application Plan
  - k. Medical Certificate
7. NEAP shall screen and evaluate the nominations submitted and endorse the qualified participants to TESDA.
  8. Please be advised that applications may be disqualified for various reasons, including but not limited to incomplete requirements, absence of official endorsement(s), direct submission of applications to the Secretariat's email, or discrepancies in the submitted documents, among others.
  9. For more information regarding the course programme, please refer to the attached **General Information Brochure**.
  10. For further information or concerns, please contact the **NEAP Scholarships Secretariat** via email at [scholarships@deped.gov.ph](mailto:scholarships@deped.gov.ph) or landline (02) 8715-9919.
  11. For immediate dissemination and appropriate action.

CCW