



June 4, 2015

DIVISION MEMORANDUM

No. 57 s. 2015

Schedule of Ranking of Teacher-Applicants for the Remaining Teacher I Positions for SY 2015-2016 (Kindergarten, Elementary and Secondary Levels)

TO: Public Schools District Supervisors
Elementary School Principals/OICs/TICs
Secondary School Principals/OICs

1. As per DepEd Order No. 22, s. 2015, there will be a new ranking of teacher-applicants for the remaining Teacher I Positions for SY 2015-2016 after implementing DepEd Order No. 7, s. 2015.
2. Applicants who were not included in the initial Registry of Qualified Applicants and new applicants are covered by these Guidelines. Applicants who already applied during the initial round shall no longer resubmit their documents but may submit additional supporting documents to update their points.
3. In view of the above guidelines, only new applicants are required to undergo interview, demo teaching and demonstration of specialized skills on the following dates and venues:

Elementary Level

Districts	Date	Venue
a. Cuyapo I b. Cuyapo II c. Nampicuan d. Quezon	June 15, 2015	Talavera North Central School
a. Licab b. Sto. Domingo c. Guimba East d. Guimba West	June 16, 2015	Talavera North Central School
a. Talavera North b. Talavera South c. Zaragoza d. Aliaga	June 17, 2015	Talavera North Central School
a. Carranglan b. Lupao c. Talugtug	June 18, 2015	Llanera Central School
a. Pantabangan b. Rizal c. Llanera	June 19, 2015	Llanera Central School
a. Gabaldon b. Bongabon c. Laur	June 22, 2015	Sta. Rosa Central School
a. Palayan City b. Gen. Natividad c. Sta. Rosa	June 23, 2015	Sta. Rosa Central School
a. San Leonardo b. Jaen I c. Jaen II d. Penaranda	June 24, 2015	San Isidro Central School
a. Cabiao b. San Antonio c. San Isidro d. Gen. Tinio	June 25, 2015	San Isidro Central School

Secondary level

Congressional District	Date	Venue
CD I	June 15, 2015	Bartolome Sanggalang NHS
CD II	June 16, 2015	Rizal NHS
CD III	June 17, 2015	Palayan City NHS
CD IV	June 22, 2015	Cabiao NHS

4. Demo Teaching will be conducted by the respective areas. Applicants for Kindergarten are expected to prepare a demo teaching specifically designed for Kinder, applicants for elementary will prepare for elementary pupils, while secondary applicants will prepare for secondary students. They are further required to bring their own demo teaching materials.
5. Deadline of submission of documents to the District Office/Secondary Schools will be on June 10, 2015 while deadline of submission to the Schools Division Office (SDO) will be on June 11, 2015.
6. Folders of the applicants must be categorized by the district office/secondary school as Elementary or Kindergarten, coded on the upper right side following the example below:

District: Aliaga
 Level: Kindergarten
 Number: 01

District: Aliaga
 Level: Elementary
 Number: 01

School: NEHS
 Level: Secondary
 Number: 01

7. Pertinent Papers must be arranged in this sequence:
 - a. Score Sheet (self-rated by the applicants and validated by the PSDS)
 - b. Application Letter
 - c. CSC Form 212 (Revised 2005)
 - d. Certification of General Weighted Average (GWA) duly signed by the University/College Registrar
 - e. Transcript of records
 - f. Service record, performance rating, and school clearance for those with teaching experience
 - g. LET/PBET rating
 - h. PRC License
 - i. Specialized trainings
 - j. Voter's ID or any proof of residency as deemed acceptable by the School Screening Committee
 - k. NBI Clearance
 - l. Omnibus certification of authenticity and veracity of all documents submitted, signed by the applicant.
8. All documents must be submitted in photocopies only (except application letter) and duly certified true copy by the School Screening Committee.
9. Names of applicants must be encoded on a separate template for Kindergarten, Elementary and Secondary.
10. Endorsement letter from the district/secondary school must contain the names of applicants properly categorized as Elementary, Kindergarten or Secondary duly signed by the PSDS/Secondary School Principal.
11. New applicants shall register to DepEd's online system at application.deped.gov.ph and shall submit their Unique Application Number (UAN) to the District/Secondary School or to Miss Beverly Mangulabnan for elementary and Mr. Reynaldo Reyes for Secondary at the SDO.
12. Attached is the copy of the score sheet for each folder.
13. For queries, please refer to Deped Order No. 22, s. 2015.
14. Immediate and wide dissemination of this memorandum is enjoined.


EDNA SANTOS-ZERRUDO, Ed.D., CESO V
 Schools Division Superintendent

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