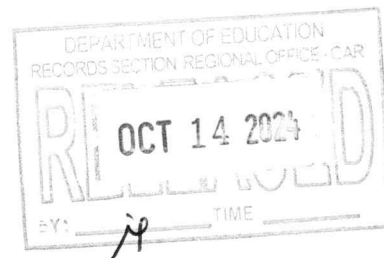




Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION



October 11, 2024

**REGIONAL MEMORANDUM**

No. 721-2024

**CALL FOR NOMINATION OF JICA FOR THE SDGs GLOBAL LEADER PROGRAM JFY 2024-2025 INTAKE**

To: Assistant Regional Director  
 Schools Division Superintendents  
 All Other Concerned

1. Pursuant to DM-OUHROD-2024-2052, this office through the Human Resource Development Division (HRDD), calls for submission of nominees to the Japan International Cooperation Agency – SDGs Global Leader Program for Japan Fiscal Year (JFY) 2024-2025.

2. The course details are as follows:

<b>Course Title</b>	<b>SDGs Global Leader Program</b>
<b>Course Schedule</b>	<ul style="list-style-type: none"> <li>· Two (2) years for Master’s Program</li> <li>· Three (3) years for PhD Program</li> </ul> <i>*Depending on the programs offered by participating universities</i>
<b>Modality</b>	Face-to-Face
<b>Target Participants and Qualifications</b>	Young or middle-career government officials or prospective academics who are expected to contribute to policy formulation or implementation to address sustainable development issues in their respective fields
<b>Deadline of Submission</b>	<b>15 October 2024</b>
<b>JICA Application Link and other relevant information</b>	<a href="https://tinyurl.com/4sanhtfy">https://tinyurl.com/4sanhtfy</a>

3. Each SDO shall nominate one (1) nominee after the evaluation and screening by the SDO Professional Development Committee (PDC) based on Enclosure 1 and 2. The Scholarship Clearance (Enclosure 3) should also be submitted.

4. In view of one slot provided for the region, the Regional PDC shall screen nominees based on Enclosure 1 - 3.

5. The General Eligibility Requirements/Checklist, Scholarship Clearance and required documents must be filled out and uploaded in PDF using the official



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DepEd email account on or before **October 15, 2024** through email address at car.neapr@deped.gov.ph.

6. Applications may be disqualified due to various reasons such as but not limited to incomplete requirements, no official endorsement/s, application being sent directly through the secretariat's email, discrepancy in documents, etc.

7. For queries and clarifications, please contact the Human Resource Development Division – National Educators Academy of the Philippines in the Region (HRDD-NEAPR) through Rosita C. Agnasi, OIC-HRDD-NEAPR or Elvernice S. Fanged, Scholarship Focal Person through email address at car.neapr@deped.gov.ph.

8. Immediate and widest dissemination of this Memorandum is directed.

  
**ESTELA P. LEON-CARIÑO EdD, CESO-III**  
Director IV/ Regional Director 

(Enclosure 1 to RM No. 1721)

**GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST**

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

<b>Remarks (✓, X, others)</b>	<b>Eligibility</b>	<b>Documentary Requirements</b>
	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.	Latestrated performance rating with approved IDP
	d. Must be holding a permanent item.	Updated Service Record
	e. Must be physically, mentally and psychologically fit.	Medical certificate from any government physician as to health status.
	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).	Updated Personal Data Sheet
	g. Must have no current or pending enrollment in other institutions for graduate or postgraduate degree programs (for degree programs).	
	h. Must be willing to sign a Scholarship Contract and commit to its provisions. i. Must be willing to prepare, share, and implement a Scholarship Report and Work Application Plan (WAP).	(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
	k. Has already finished his/her existing service obligation for a scholarship, if any. **in any case that the HRDD has no existing format, please use Enclosure 2 of this memo l. Has no pending application for retirement.	Clearance from HRDD/NEAP
	m. Must be able to render his/her service obligation vis- a- vis duration of the scholarship.	

(Enclosure 2 to RM No. 721)

## List of Requirements for the SDGs Global Leader JFY 2024 Application

Guest ID: LTTP Password: 13FjBpSJ

Link: <https://jica.gigapod.jp/g782175160e7e1f0a13e1ca3cac5994d8b454991d>

1. SDGs Application Form
  - Containing ID Photo (Page 1), Official Stamp/Dry Seal (if applicable) and Signature of the Nominator (Page 5), and Date indicated (Page 8) is within the application period
2. Annex 1: Declaration of Desired Universities Form (refer to SDGs Application Form for form)
  - Provide up to 3 target universities/program
3. Annex 2: Research and Career Plan Form (refer to SDGs Application for Form)
4. Annex 3: Medical History Form (refer to SDGs Application for Form)
5. Master's Thesis (for Doctoral Application)
6. Certified True Copy of Graduation Certificate/s (from Undergraduate and Graduate Degrees completed)
7. Certified True Copy of Transcript of Records (from Undergraduate and Graduate Degrees completed)
8. Valid English Certificate (IELTS, TOEFL, Duolingo, Certificate of English as Medium of Instruction in University)
  - Please refer to List of Universities (Columns AO and AT) on the requirement per university.
9. Medical Certificate
  - Stating that the applicant is physically and mentally fit to study in Japan
10. Official Passport Copy
  - If not yet available, personal passport copy will suffice. If no passport is available at the time of application, any valid ID containing full name, nationality, sex and date of birth will suffice for the meantime.

**SCHOLARSHIP CLEARANCE**

<b>I. NAME</b>		
<b>II. Position/Designation</b>		
<b>III. Permanent Station</b>		
<b>IV. Has availed any scholarship program</b>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>	If yes, fill out sections V-X, as applicable.
<b>V. Scholarship Program</b>	<b>Program Type</b>	<b>Title of the Program</b>
	<input type="checkbox"/> <b>Degree</b> <input type="checkbox"/> <b>Non-Degree</b>	
<b>VI. Scholarship Duration</b>		
<b>VII. Status</b>	<input type="checkbox"/> <b>Completed the course (Submit a copy of Certificate of Completion)</b>	<input type="checkbox"/> <b>Withdrawn from the Course (State the reason below)</b>
<b>VIII. Reason/s for Non-Completion</b> (must be supported by attachments)	<input type="checkbox"/> <b>Resignation</b> <input type="checkbox"/> <b>Transfer</b> <input type="checkbox"/> <b>Retirement</b> <input type="checkbox"/> <b>Others</b> <i>Explain further.</i>	
<b>IX. Service Obligation</b>	<b>No. of Months/Yrs Required</b>	<b>No. of Months/Yrs Completed</b>
<b>X. Reason for Non-Completion</b> (must be supported by attachments)	<input type="checkbox"/> <b>Resignation</b> <input type="checkbox"/> <b>Transfer</b> <input type="checkbox"/> <b>Retirement</b> <input type="checkbox"/> <b>Others</b> <i>Explain further.</i>	
<b>I hereby attest that the information in this form and the supporting documents attached hereto are true and correct</b>		
_____ Name and Signature of the Scholar		_____ 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)		_____ Date and Time
<b>APPROVED</b>		
_____ Name and Signature of the Recommending Authority (RO-HRDD)		_____ Date and Time