



Department of Education
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY
Corner Don Carlos-Guingona Sts., Malaybalay City




DIVISION MEMORANDUM

No. *65* s. 2014

125
DepEd MALAYBALAY CITY DIVISION
RELEASED
DATE: *2/14/14* TIME: *8:21 AM*
BY: *Anabelle*

To : Elementary and Secondary School Heads
This Division

Attn: School Paper Advisers

From : 
EDILBERTO L. OPLENARIA
for Schools Division Superintendent

Subject : **Submission of Forms for School Paper Advisers**

Date : February 13, 2014

Pursuant to Regional Memorandum No. 19, s. 2014 **all school paper advisers** are requested to submit to the Division Office the completed form enclosed on or before February 17, 2014. (Attention: Division Campus Journalism Coordinator)

Enclosed is the *Pragya Form*.

For strict compliance.

{Enclosure No. 2 to Regional Memorandum No. _____, 2014}

**DIRECTORY and PROFILE OF THE SCHOOL PAPER ADVISER and the
DIVISION JOURNALISM COORDINATOR**

Division: _____

PERSONAL INFORMATION:

NAME: _____ Age: _____ Sex: _____ Status: _____

Date of Birth: _____ Place of Birth: _____ No. of Dependents: _____

Address: _____

Spouse's Name: _____ Spouse's Occupation: _____

Contact No. _____ Email Ad: _____

EDUCATIONAL BACKGROUND:

LEVEL	NAME OF SCHOOL	DEGREE/COURSE	YEAR GRADUATED	HONOR'S RECEIVED
Elementary				
Secondary				
College				
Graduate Studies				

EMPLOYMENT:

School: _____ District: _____ -Division: _____

Position: _____ Salary Grade: _____ Length of Service: _____

Performance for the Last Three Years: SY 2010-2011: _____ SY 2011-2012: _____ SY 2012-2013: _____

EXPERIENCES & AWARDS/RECOGNITIONS RELATED TO JOURNALISM:

No. of Years as School Paper Adviser: _____ No. of Volumes Published: _____

Nameplate of Sch. Publication: _____

Trainings Attended Related to Journalism: (You may use additional sheet)

<u>Title of the Trainings</u>	<u>Date</u>	<u>Sponsor</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Awards/Recognition Received: (You may use additional sheet)

<u>Title of the Awards</u>	<u>Date</u>	<u>Sponsor</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Prepared and Submitted by:

Signature Over Printed Name

Noted:

School Head