



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

29 July 2026

DIVISION MEMORANDUM
SGOD – 2026 - 120

**CALL FOR NOMINATIONS TO THE LEARNING INITIATIVES FOR NURTURING
GUIDANCE ASSOCIATES AND COUNSELORS PROGRAM (LINGAP)**

To: Assistant Schools Division Superintendent
Chief Education Supervisors (CID & SGOD)
Education Program Supervisors
Section Heads
Cluster Heads
Elementary & Secondary School Heads
This Division

1. Pursuant to DepEd Memorandum DM-OULS-2026-298, titled "Call for Nominations to the Learning Initiatives for Nurturing Guidance Associates and Counselors Program (LINGAP)," dated July 7, 2026, this Office announces the ***call for nominations of qualified teaching and non-teaching personnel for the Learning Initiatives for Nurturing Guidance Associates and Counselors Program (LINGAP).***
2. The LINGAP is a scholarship initiative of the Department of Education (DepEd), through the National Educators Academy of the Philippines (NEAP), in partnership with the Commission on Higher Education (CHED). The program aims to strengthen the capacity of the education sector by providing qualified teaching and non-teaching personnel with opportunities to pursue graduate studies in Master's in Guidance and Counseling or Master's in Psychology.
3. Applicants must meet the following qualifications:
 - a) Be a permanent or plantilla teaching or non-teaching personnel of the Department of Education;
 - b) Be an incoming or currently enrolled graduate student in either: Master's in Guidance and Counseling; or Master's in Psychology, offered by a CHED-recognized Higher Education Institution (HEI);
 - c) Meet all eligibility requirements and documentary requirements prescribed under the LINGAP Program.



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-562-4880; 0919-065-6425
Email: tacurong.city@deped.gov.ph
Website: depedtacurong.org



Republic of the Philippines
Department of Education
Region XII
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4. Successful applicants shall receive scholarship support subject to existing DepEd and CHED policies, which includes:
 - a. Actual tuition and other school fees;
 - b. Monthly stipend;
 - c. Thesis allowance; and
 - d. Other benefits as provided under the Joint Memorandum Circular governing the program
5. School Heads are requested to evaluate and endorse only qualified applicants in accordance with the eligibility criteria.
6. Interested applicants shall submit the following to the Schools Governance and Operations Division (SGOD) – Human Resource Development (HRD) Unit. :
 - Duly accomplished application forms;
 - Complete documentary requirements;
 - School Head's endorsement; and
 - Other documents required under the LINGAP guidelines.
7. Complete application documents shall be submitted to the Schools Division Office of Tacurong City on or before August 3, 2026, to allow sufficient time for evaluation, consolidation, and endorsement to the Regional Office
8. The following annexes from DepEd Memorandum DM-OULS-2026-298 are attached and available for download at <https://tinyurl.com/59r8pw2m>: shall serve as references:
 - Annex A – List of Delivering HEIs under LINGAP
 - Annex C – Eligibility Criteria
 - Annex D – Documentary Requirements
 - Annex E – Application and Nomination Procedures
 - Annex F – Selection Criteria
 - Annex G – Requirements for Successful Applicants
9. The Participant's Nomination Form may be accessed through the link <https://tinyurl.com/ye2xmkc8>. All required supporting documents, duly accomplished and completed, and approved by the SDO-Division Scholarship Committee, in PDF format, shall be uploaded to <https://forms.gle/GMQZM8hoNAmmBu89>. All submissions shall be made using the applicant's official DepEd email account.



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10. Applicants selected for the LINGAP Scholarship Program shall be considered final and unappealable and not subject to reconsideration. Applicants who were not selected may submit new applications for future scholarship cycles.
11. For further inquiries and clarifications, contact *Ma. Dianne Joy R. dela Fuente*, SEPS-HRDS, through tacurong.sgod@deped.gov.ph.
12. For information, dissemination, and guidance.

CARLOS G. SUSARNO, PHD. CESO VI

Asst. Schools Division Superintendent

Officer-in-Charge

Office of the Schools Division Superintendent

MDJRdF/SGOD/DM-2026 – CALL FOR NOMINATIONS TO THE LEARNING INITIATIVES FOR NURTURING GUIDANCE ASSOCIATES AND COUNSELORS PROGRAM (LINGAP)/ July 29, 2026



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Department of Education
 NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Annex A

LIST OF DELIVERING HEIS UNDER LINGAP

Region	Name of DHEI	Program Offering
CAR	University of the Cordilleras	Master of Science in Guidance and Counseling; Master of Science in Psychology
I	Saint Louis College - La Union	Master of Arts in Guidance and Counseling
	Pangasinan State University	MASTER OF ARTS IN COUNSELING
	University of Northern Philippines	Master of Arts in Guidance and Counseling
II	Saint Mary's University	Master of Arts in Education major in Guidance and Counseling
III	Pampanga State University	Master of Arts in Guidance and Counseling (Professional and Academic Track)
	La Consolacion University Philippines	Master of Arts in Education major in Guidance and Counseling; Master of Science in Psychology
	Wesleyan University-Philippines	Master of Arts in Guidance and Counseling; Master of Education in Guidance and Counseling
IV	University of Batangas	Master of Arts in Psychology; Master of Arts in Counseling; Master of Psychology with Specialization in Clinical/Counseling Psychology
V	Ateneo de Naga University	Master of Arts in Education major in Guidance and Counseling; Master of Arts in Psychology major in Counseling Psychology
	Bicol University	Master of Arts in Guidance and Counseling
	University of Nueva Caceres	Master of Arts in Education major in Guidance and Counseling
VI	University of San Agustin	Master of Arts in Guidance and Counseling (Academic and Professional tract)
	Colegio de la Purisima Concepcion	Master of Arts in Education major in Guidance and Counseling;



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Department of Education
 NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

VII	Siliman University	Master of Arts in Education major in Guidance and Counseling;
	Cebu Institute of Technology University	Master of Arts in Psychology - Clinical Psychology
IX	Ateneo de Zamboanga	Master of Arts in Psychology; Master in Psychology; Master in Guidance and Counseling
X	Capitol University	Master of Arts in Guidance and Counseling
	Misamis University	Master of Arts in Education major in Guidance and Counseling;
	Mindanao State University - IIT Campus	Master of Arts in Counseling Program
	Bukidnon State University	Master of Arts in Guidance and Counseling
XI	University of the Immaculate Conception	Master of Arts in Counseling; Master in Counseling
	Ateneo de Davao University	Master of Arts in Guidance and Counseling; Master in Guidance and Counseling; Master of Science in Psychology; Master in Psychology
NIR	University of Negros Occidental - Recoletos	Master of Arts in Guidance and Counseling; Master of Arts in Psychology
NCR	Miriam College	Master of Arts in Psychology major in Developmental Psychology; Master of Education in Guidance and Counseling
	Centro Escolar University	Master of Science in Guidance and Counseling; Master of Science in Psychology
	Assumption College	Master of Guidance and Counseling; Master of Arts in Psychology
	Far Eastern University	Master of Arts in Psychology (specialization: Clinical); Master of Arts in Psychology (Specialization: Industrial); Master in School Guidance and Counseling (Professional Track)
	Asian Theological Seminary	Master of Arts in Pastoral Counseling



Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

	Adamson University	Master of Arts in Psychology with specialization in Counseling Psychology
	Philippine Women's University	Masters of Arts in Guidance and Counseling; Master of Arts in Psychology
	Our Lady of Fatima University - Valenzuela	Master of Arts in Education major in Guidance and Counseling Master of Arts in Psychology major in Counseling Psychology; Master of Arts in Psychology major in Industrial Psychology
	Our Lady of Fatima University - Quezon City	Master of Arts in Psychology major in Counseling Psychology; Master of Arts in Psychology major in Industrial Psychology
CARAGA	Father Saturnino Urios University	Master of Arts in Guidance and Counseling

****Note: Scholars can study at any approved DHEIs.***



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Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Annex C

ELIGIBILITY CRITERIA

A nominated applicant shall be deemed eligible provided that all of the following conditions are met:

1. Must be a Filipino citizen;
2. Teaching or non-teaching personnel employed on a full-time basis and who rendered **at least 2 years of service** in DepEd. The minimum service period is imposed to ensure that scholarship support is extended to personnel with demonstrated commitment to public education and who are in a position to render meaningful return service upon completion of the program;
3. Must have obtained at least a **Very Satisfactory** performance rating for the last two (2) rating periods preceding the date of application.
 - 3.1 Must be admitted and enrolled in graduate degree programs identified in the Scope and Coverage of these Guidelines within the term of application;
 - 3.2 Must provide evidence of being physically fit to undertake and complete the scholarship program, as attested by a medical certificate issued by a licensed physician; and mentally fit to undertake and complete the scholarship program, as issued by a licensed psychiatrist or psychologist;
 - 3.3. Must execute a Return Service Agreement with DepEd, represented by the appropriate Regional Director concerned;
 - 3.4. Must be no more than 50 years old within the next six (6) months from the date of application, to ensure sufficient time to render and complete the return service obligation and imparting their acquired knowledge to the education sector;
 - 3.5. Must be cleared of any pending obligations from all previously government-awarded grants or scholarships, as attested by a Clearance or equivalent, including those in which the applicant was engaged as team members in research grants, or grants of similar nature; and
 - 3.6. Must be attested by the Sending SDO that the endorsement to the scholarship is part of the manpower development of the Division Office or its equivalent.



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Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

3.7. Must execute a written agreement to take the Licensure Examination for Guidance Counselors or Psychologists, as applicable, upon completion of the program.

4. Additional requirement for applicants currently enrolled in ongoing master's degree programs:

4.1 Must be in good academic standing and not on extension of study at the time of application.

5. Ineligibility

5.1 Applicants with existing government-funded grants/scholarships, whether in partial or full, including those with an approved or received Notice of Award and/or executed scholarship/ grant contract at the time of application;

5.2 Applicants without clearance from previous awarded grants/scholarships, including those who served as team members on a funded grant;

5.3. Applicants who have been found guilty of administrative or criminal charges, or those with pending administrative or criminal cases;

5.4 Applicants enrolled in more than one graduate program at the time of application;

5.5 Applicants who have been terminated from a government scholarship due to non-completion, breach of contract and other analogous reasons;

5.6 Applicants who are unable to fulfill all of the eligibility requirements provided in these Guidelines, including, but not limited to, non-compliance or incomplete submission of documentary requirements.



Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Annex D

DOCUMENTARY REQUIREMENTS FOR THE LINGAP APPLICATION

Stage	List of Documentary Requirements
Preliminary Process: Nomination from different schools to SDO	1. Application Form* 2. Photocopy of CSC Appointment, with attached Service Record • If the Service Record is not yet available, proof of request for its issuance shall be accepted. 3. Photocopy of Individual Performance Commitment and Review Form (IPCR) for the last two (2) rating periods preceding the date of application; 4. Original copy of Certificate of physical fitness and medical certificate or clinical certificate of mental fitness to undertake and complete the program, as certified by a licensed physician and by a licensed psychiatrist or psychologist.* 5. Photocopy of Certificate of clearance from previous grants, certificate copies of trainings attended, published works or research presented, if applicable
Nomination process from SDO to DepEd RO	In addition to the nomination package endorsed by the schools to SDO: 1. Sending SDO Endorsement Form* 2. Approved Scholarship on Official Time signed by the School Head and endorsed by SDO* 3. Certified True Copy of Proof of Admission to the Delivering HEI 4. Return Service Agreement and Draft Workplace Application Plan*

**Using prescribed template*



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Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Annex E

APPLICATION AND NOMINATION PROCEDURES AND TIMELINE

Step	Responsible Office	Process	Output	Timeline
1. Allocation of Slots	Regional Office (RO)	Determine and allocate the number of slots for each Schools Division Office (SDO) based on equitable distribution, identified needs, and available allocation.	Regional allocation of slots issued to SDOs	July 14-16, 2026
2. Call for Applications	Schools Division Office (SDO)	Disseminate the call for applications and receive documentary requirements from eligible applicants.	List of applicants with complete documentary requirements	July 17-27, 2026
3. Screening and Evaluation	Schools Division Office (SDO)	Screen and evaluate applicants based on the prescribed eligibility requirements and selection criteria. Certify the completeness and eligibility of recommended nominees.	Certified list of qualified nominees with supporting documents	July 28-31, 2026



Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

4. Validation and Approval	Regional Office (RO)	Receive, review and evaluate applications through SDO nomination. Applications shall be shortlisted based on completeness, accuracy, and compliance with the eligibility criteria as prescribed in the policy.	Regional endorsed list of nominees	August 4-6, 2026
5. Consolidation and Submission	Regional Office (RO)	Consolidate and submit the approved applications to the DepEd Central Office, which shall be responsible for the consolidation and subsequent transmission of the same to the CHED CO. The endorsement shall be accompanied by a formal certification attesting that all endorsed applicants have been duly evaluated and found compliant with the	Consolidated regional endorsement submitted to DepEd CO	August 7-11, 2026



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Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

		program's eligibility criteria.		
6. Final Endorsement	CHED Central Office (CHED CO)	Endorse the approved applications to the DepEd Central Office, which shall be responsible for the consolidation and subsequent transmission of the same to the CHED CO. The endorsement shall be accompanied by a formal certification attesting that all endorsed applicants have been duly evaluated and found compliant with the program's eligibility criteria.	Official list of accepted nominees/awardees	August 12-14, 2026



Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Annex F

SELECTION CRITERIA

Applicants who have already earned units in the applied degree program shall be given priority in the evaluation.

The following criteria shall be used by DepEd RO in the ranking of nominees:

Criteria	Points	Validation Documents
A. Documentary Evaluation		
A.1. Relevance of the Program to the office/unit's mandate	20	A. Personal Data Sheet (PDS) and Work Experience Sheet (WES) B. IPCRF C. Other documents, as necessary
A.2. Relevance to career development and length of study plan	20	A. IDP in the IPCRF B. Application Form C. Proof of Earned Units in the Degree Program (if applicable)
A.3. Performance	10	IPCRF in the last two (2) rating periods
A.4. Length of Service in DepEd	10	Service Period
A.5. Outstanding Accomplishment Award/s	10	Any of the following:



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Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

		A. Certificate of Award B. Official memo/letter granting the award
B. Potential (Relevance and Feasibility of Workplace Application Plan)		
B.1. Context & Depth	10	Draft Workplace Application Plan
B.2. Intervention, Innovation, and Strategy	5	
Relevance of the Proposed Intervention, Innovation, and Strategy	5	
Feasibility of the Workplace Application Plan	10	

As determined and approved by DepEd and CHED, additional requirements for applicants to qualify for scholarship may be imposed to ensure meritocratic selection process.



Republika ng Pilipinas
Department of Education
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Annex G

REQUIREMENTS FOR SUCCESSFUL APPLICANTS

1. Successful applicants must formally communicate their acceptance of the scholarship and confirm their enrollment in the approved graduate program through written acknowledgement addressed to the CHED CO on or before the prescribed deadline.
2. CHED CO shall allow the submission of unaltered and electronically signed, generated and/or validated documents except the Application Form, Workplace Application Plan and Scholarship Contract and other documents requiring wet signatures, in accordance with applicable government accounting rules and issuances of the Commission on Audit (COA).
3. All LINGAP Scholars must obtain a Travel Clearance from DepEd and must submit a notarized Affidavit of Undertaking for both personal and official foreign travel. Failure to comply will result in automatic suspension.
4. During the suspension period, no scholarship benefits or financial assistance shall be released to the scholar until the suspension is lifted by the Graduate Scholarships Committee (GSC) upon full compliance with the prescribed requirements and clearance from the Program Management.
5. All LINGAP Scholars shall commit to complete their degree program within their approved study plan.
6. A LINGAP scholar must take a full academic load in line with the institutional policy and program study of the Delivering HEI (DHEI).
7. A LINGAP scholar may only take less than the minimum required units of academic load under any of the following conditions:
 - a. The remaining academic load in the curriculum prior to the thesis stage is under six (6) units;
 - b. The remaining term for thesis stage is under six (6) units as indicated in the program curriculum design or institutional policy; and



Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

- c. The term is designated to be enrolled under residency for the Comprehensive Exam, other similar exams, or during the Thesis Stage.
 - d. Scholars already enrolled in a graduate program before the commencement of the scholarship
8. Scholars are expected to complete their degree program, according to the approved study plan of the program.
9. The approved study plan is the study plan submitted by the DHEI to CHED upon admission to the program. Any changes to this study plan cannot be used as a basis for determination of financial privileges.
10. Scholars must undertake a return service obligation of two (2) years per year of scholarship received, or a fraction thereof¹ upon completion of the scholarship program.
11. Scholars, SDO, and DHEIs must maintain up-to-date profiles and provide all information required by DepEd and CHED in support of the smooth implementation of the scholarship.