

(Enclosure No. 3 to DepEd Memorandum No. 45, s. 2012)

Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
DepED Complex, Meralco Avenue  
Pasig City

**MEMORANDUM OF AGREEMENT**  
**(Training Contract)**

The Department of Education, herein referred to as "DepED" with principal office at the DepED Complex, Meralco Avenue, Pasig City, herein represented by **Undersecretary YOLANDA S. QUIJANO, Undersecretary for Programs and Projects**

and

\_\_\_\_\_, \_\_\_\_\_  
(Name of Trainee) (Position)

\_\_\_\_\_  
(School/Division/Region)

\_\_\_\_\_  
(Principal/Superintendent)

\_\_\_\_\_  
(Regional Director)

in consideration of the privilege to avail of the scholarship on official time with pay,

\_\_\_\_\_  
(Name of Training)

do hereby agree to the following obligations of the trainee:

1. Specialize \_\_\_\_\_ in the  
(Title of the Course)

\_\_\_\_\_  
(Name of the Institution/University)

for the period of \_\_\_\_\_ which will be  
the duration of the training:

2. Maintain at least the minimum standards for the training and that failure to do so would sufficient ground for disqualification in the event of which he/she shall refund whatever amount has been paid by the government in favor of his/her training;
3. Conduct himself/ herself in such a manner as not to bring disgrace or dishonor for himself/ herself, his/her school/agency/and the Department;

4. Submit to the Bureau of Elementary Education, at the end of the training, a copy of his/her action plan;
5. Immediately report to his/her station and assume his/her function upon the completion of termination of the training;
6. Organize SPED programs or classes in the area where he/she was trained;
7. Shall serve his/her school/agency for at least (2) years after the training;
8. Shall refund in full to DepED all expenses incurred on tuition fees, stipend, salaries other benefits for failure to comply with any of the foregoing conditions, through willful neglect, resignation from service, and transfer to other government agencies, voluntary retirement or other causes within his/her control. For reasons beyond the scholar's control, the conditions do not apply, provided all documentary requirements including the doctor's certification are submitted and are acceptable to DepED.
9. Shall live up to the terms and conditions of the scholarship.

**IN WITNESS HERE OF**, the parties hereto signed this **AGREEMENT**, this \_\_\_\_ day of \_\_\_\_\_ 2012.

**YOLANDA S. QUIJANO**  
Undersecretary for Programs & Projects

\_\_\_\_\_  
DepED Scholar  
(Signature over printed name)

**WITNESSES**

\_\_\_\_\_  
Principal  
(Signature over printed name)

\_\_\_\_\_  
Schools Division Superintendent  
(Signature over printed name)

\_\_\_\_\_  
Regional Director  
(Signature over printed Name)

**MARILYN D. DIMAANO**  
SDS, OIC, Office of the Director IV

**MIRLA R. OLORES**  
Chief, Special Education Division

**ACKNOWLEDGEMENT**

**REPUBLIC OF THE PHILIPPINES**

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Before Me, this \_\_\_\_\_ day of \_\_\_\_\_ 2012  
at \_\_\_\_\_, Philippines personally appeared:

<b>Name</b>	<b>CTC Number</b>	<b>Date and Place of Issue</b>
<b>YOLANDA S. QUIJANO</b>	_____	_____
_____	_____	_____

(Name of Scholar)

Known to me and to me own as the parties who executed the foregoing instrument and they acknowledged to me that the same is either free and voluntary act and deed and that of the entities they respectively represent.

This instrument refers to a Memorandum of Agreement (Training Contract) consisting of three (3) pages including this page whereon this acknowledgement is written and signed by the parties and their instrumental witnesses on each and every page thereof.

**WITNESS, MY HAND AND NOTARIAL SEAL,** at the place and on the date first above written.

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of 2012