

(Enclosure No. 3 to DepEd Memorandum No. 35, s. 2013)

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 _____, 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 _____
at the _____
(Institution)

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 be 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 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 or 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 two (2) years after the training;
8. Shall refund in full to DepEd all expenses incurred on tuition fees, stipend, salaries and 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 HEREOF, the parties hereto signed this AGREEMENT, this ____ day of _____ 2013.

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)

MIRLA R. OLORES

Chief, Special Education Division

MARILYN D. DIMAANO

Director IV

Undersecretary for Programs and Projects