



**March 17, 2016**

**DIVISION MEMORANDUM**

No. 139, s. 2016

**EXPANSION OF THE SPECIAL PROGRAM IN FOREIGN LANGUAGE-JAPANESE NIHONGO  
AND WELCOMING NEW TEACHERS TO JOIN BATCH 4 SUMMER TRAINING COURSE**

**To: Assistant Superintendents  
Division Supervisors/Coordinators  
Secondary School Heads**

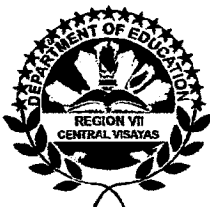
1. Attached is an Unnumbered Regional Memorandum, dated March 8, 2016, entitled, "Expansion of the Special Program in Foreign Language-Japanese Nihongo and Welcoming New Teachers to Join Batch 4 Summer Training Course," which is self-explanatory.
2. Immediate and wide dissemination of this Memorandum is desired.

  
**RHEA MARIA ANGTUD, Ed.D., CESO VI**  
Schools Division Superintendent

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REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF EDUCATION**  
Region VII, Central Visayas  
Sudlon, Lahug, Cebu City



**REGIONAL MEMORANDUM**

**TO :** Schools Division Superintendents  
Officers-In-Charge of Schools Division Offices  
All others concerned



**Attention :** Division Language Coordinators and School Heads

**FROM :** DR. JULIET A. JERUTA

**SUBJECT :** **EXPANSION OF THE SPECIAL PROGRAM IN FOREIGN LANGUAGE- JAPANESE NIHONGO  
& WELCOMING NEW TEACHERS TO JOIN BATCH 4 SUMMER TRAINING COURSE**

**DATE :** March 8, 2016

1. Per communication from Mrs. Cecilia J. Aquino, SPFL- Japanese Nihongo focal person from Japan Foundation Manila (JFM), this Office announces the **Expansion of the Special Program in Foreign Language- Japanese Nihongo** and encourages interested teachers to join **Batch 4 Summer Training Course** dubbed as **Course on Japan for High School Classroom Instruction (CJH)** to be implemented from **April 2016 until March 2019** (3-year course) to start tentatively on **April 11- May 13, 2016** at the **Applied Nutrition Center (ANC), Banilad, Cebu City**.
2. The CJH aims to develop the capacity of participants in teaching Japanese language (Nihongo) as well as Japanese culture and society. The participants will gainfully be knowledgeable in Japanese culture and society, and acquire Nihongo proficiency as well as methodology in teaching Nihongo as a foreign language that are essential in the implementation of the DepEd- BSE's SPFL- Japanese. Each year of the 3-year course CJH will include a "*Summer Intensive Course*" and once a month "*Follow- Through*" and the 3<sup>rd</sup> year will include a "*10 Day Immersion Program in Japan*". (Please see enclosures for more details especially eligibilities for application or qualification requirements for teacher-applicants)
3. All interested teachers are advised to send a Letter of Intent noted by the school principal together with an accomplished Application Form (see attached format/template for your reference) and a Letter of Intent from the school principal to manifest her/his intention to offer and support the SPFL- Japanese as part of their school curriculum, to be noted by the Schools Division Superintendent. Letters of Intent must be submitted to the Regional Director thru the CLMD Office (Attention: Dr. Emiliano B. Elnar, CLMD Chief and emailed to Dr. Marcelita S. Dignos, Regional SPFL Coordinator thru email add: marcelitasdignos@yahoo.com) **on or before March 11, 2016**.
4. Immediate dissemination of this Memorandum is desired.

  
**JULIET A. JERUTA, Ph. D., CESO V**  
Director III  
OIC- Regional Director 

JAJ/EBE/MSD  
CLMD



Application Form - Course on Japan for High School Classroom Instruction (CJH)

(BLOCK LETTERS)

Date :

Personal Information			
Name	Last name First name Middle name		
Birth Date	Year Month Day	Sex	<input type="checkbox"/> M <input type="checkbox"/> F
Cell phone #	Telephone #		
E-mail	Fax #		
Position	Department / Section		
Previous visit/s to Japan:	<input type="checkbox"/> No <input type="checkbox"/> Yes (Purpose : _____ Period: _____).		
Japanese-language Proficiency:	<input type="checkbox"/> Already pass JLPT _____ level <input type="checkbox"/>		

School			
Name of the School			
School Address			
Telephone #	Fax #		
E-mail			
Principal			
SPFL Coordinator			
Number of Students:	_____ students / Total		
Number of Classes:	_____ classes		

Special Program in Foreign Language 2016-2017 : Nihongo	
(1) Course:	<input type="checkbox"/> Required <input type="checkbox"/> Elective (w/ credit) <input type="checkbox"/> Elective (w/o credit) <input type="checkbox"/> Extra-curricular <input type="checkbox"/> Others (club, etc. - please specify)
(2) Target year level:	<input type="checkbox"/> Grade 7 <input type="checkbox"/> Grade 8 <input type="checkbox"/> Grade 9 <input type="checkbox"/> Grade 10 <input type="checkbox"/> Grade 11 <input type="checkbox"/> Grade 12
(3) Number of Nihongo Students:	_____ students / Total
(4) Number of Nihongo Classes:	_____ classes
(5) Time allotment of the program:	_____ hours / week in total

We hereby certify that the above information are true and correct and that we have fully read and understood and will fully commit to comply with the Guidelines and Policies of the Course on Japan for High School Classroom Instruction (CJH) set by The Japan Foundation, Manila and the Department of Education, Bureau of Secondary Education.

Conforme

Applicant:

Printed name and Signature

Attested by:

Principal

Printed name and Signature

DepED/BSE-SPFL

Nihongo Coordinator

Printed name and Signature

Date:

Submit all forms to email@ifmo.org.ph / FAX:811-6153 (Attention to Mrs. Cecilia Aquino)



## THE JAPAN FOUNDATION, MANILA

23rd Floor, Pacific Star Bldg.  
Sen. Gil J. Puyat Avenue cor. Makati Avenue  
Makati City, Philippines  
Tel: 811-6155 to 58 Fax: 811-6153  
Email: [email@jfmo.org.ph](mailto:email@jfmo.org.ph) / Website: [www.jfmo.org.ph](http://www.jfmo.org.ph)

### Guidelines and Policies on

### Course on Japan for High School Classroom Instruction (CJH) Joint Program of DepED/BSE –SPFL and The Japan Foundation, Manila Batch 4 (NCR and Cebu) S.Y. 2016 – 2019

#### 1. Objective

The "CJH" aims to develop the capacity of participants in teaching Japanese language (Nihongo) as well as Japanese culture and society. The participants will gainfully be knowledgeable in Japanese culture and society, and acquire Nihongo proficiency as well as methodology in teaching Nihongo as a foreign language that are essential in the implementation of the Department of Education / Bureau of Secondary Education's "Special Program in Foreign Language (SPFL): Japanese". The course will be implemented from April 2016 until March 2019 (3-year course). Each year will include a "Summer Intensive Course" and a once a month "Follow-Through" while the 3<sup>rd</sup> year will also include a "10 Day Immersion Program in Japan". On the final year of the training (S.Y. 2018-2019), the teacher participants are expected to fulfill all requirements for the successful completion of the entire training course that covers 3 years.

#### 2. Duration of Intensive Course in Summer 2016 (Tentative)

April 11, 2016 – May 13, 2016 (Monday to Friday, 9:00 a.m. – 12:00 noon / 1:00 p.m. - 3:30 pm / 24 days)

\* Upon completion of the Intensive Summer Course in April to May, the Monthly Follow-through Training (June 2016 – March 2017) will be conducted

#### 3. Number of available slots

- 20 teachers for NCR ; 15 teachers for Cebu (2 teachers from each school)
- The schools that are already implementing "SPFL: Nihongo" but have a shortage (schools with only 1 full time/regular Nihongo teacher) of teachers will be given priority.

#### 4. Eligibilities for application

Philippine public high school teachers who meet the following criteria are eligible to apply:

- **Priority:** Language (English or Filipino) or Social Studies teachers at public high schools in the Philippines;
- teachers who are 40 years of age or younger - as of April 1, 2016;
- teachers who have expressed interest and passion in learning the language and culture of countries other than their own, and are firmly determined to acquire and appreciate them;
- teachers who can confirm to complete the entire 3-year training course while applying what



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they learned to their students and who will continue teaching Japanese language and culture for a minimum of 2 more years (Contract with DepED/BSE), even after completion of the training course;

- teachers who are in good physical and mental health;
5. Requirements for Completion of the Course
- 80% attendance of the total number of hours per course per year
  - Submission of Final Output and other requirements per course per year
    - to avoid discontinuity of the course due to absences in the course when completing requirements for M.A./M.S./Ph.D. and due to other matters, the following requirements will be strictly observed during the 3-year training course (April 2016 until March 2019);
    - \*\*someone who will not be attending Master's Degree / M.A. or M.S./ Ph. D. classes, etc.
    - \*\*someone who could be excused from attending training/meetings related to K to 12 or other seminars and school activities that will be in conflict with the schedule of the CJH courses
    - \*\*someone who could be excused in rendering service during elections (national, local, barangay)
    - \*\*someone who would be able to work on allotment of Local Funds when allowance from DepED Central Office is insufficient.

6. Venue of the 2016 Intensive Summer Course

NCR: The Japan Foundation, Manila

23/F, Pacific Star Building, Sen. Gil Puyat Avenue, cor. Makati Avenue, Makati City

Cebu: DepED Applied Nutrition Center (tentative)

Archbishop Reyes Ave., Banilad, Cebu

\* The official arrangements for participants from regions other than the NCR (Metro Manila) so with the allotment of corresponding allowance for all participants is the counterpart responsibility/funding of DepED/BSE (SPFL Program).

7. Submission and Inquiries

Duly accomplished forms and pertinent attachment to : [email@jfmo.org.ph](mailto:email@jfmo.org.ph) / FAX:# 811-6153

(Attention to Mrs. C.E. J. Aquino) cc : DepED RO-7 thru : Mrs. Marcelita S. Dignos

For inquiries, please contact DepED/BSE – SPFL : # 636-51-73 / # 632-7586