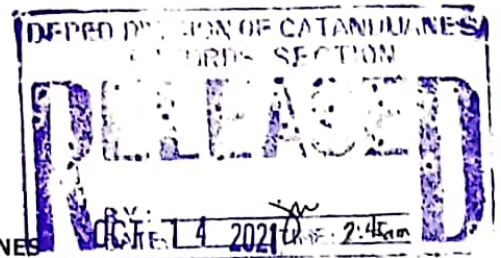




Republic of the Philippines  
Department of Education  
REGION V  
SCHOOLS DIVISION OFFICE OF CATANDUANES



**DIVISION MEMORANDUM**

OSDS-CID-DM- 463 S. 2021

TO : Secondary School Heads  
Guidance Counselors/Designates  
Career Guidance Advocates

FROM : **SUSAN S. COLLANO**  
Assistant Schools Division Superintendent  
Officer-In Charge  
Office of the Schools Division Superintendent

DATE : **October 13, 2021**

SUBJECT : **PARTICIPATION TO ONLINE CAREER AND COLLEGE FAIR**

1. Attached is a letter with attachments from the **GuidanceNGO**, a non-government organization that conducts career seminars and webinars, **inviting the Grades 11 and 12 students** for an online career and college fair titled "**Career Expedition, a Year of Online Career and College Fair**" which will be done **every Friday afternoon** from 1:00 pm to 5:00 pm (4 hours) **until May, 2022** through a virtual platform. This is **FREE OF CHARGE**.
2. Among others, important details include:
  - a. The activity is composed of two parts:
    - i. Career Clinic (1:00 pm to 3:00 pm) – your students may choose to attend any of the 60+ career clinics
    - ii. College Fair (3:20 pm to 5:00 pm) - virtual exhibit to colleges and universities
  - b. Only 40 SHS schools will be accommodated every Friday.
  - c. The guidance official/s will choose which Friday within the academic year they would like the SHS students to attend;
  - d. Should the school be interested to participate, **Attendance Agreement Forms** should be filled-up and sent to [guidancengo@gmail.com](mailto:guidancengo@gmail.com) copy furnished the Division Career Guidance Focal Person. Transactions shall be made **directly by the school to the GuidanceNGO**.
3. Considering the benefits that the Senior High School students will gain from these activities along Career Guidance, schools are **encouraged** to participate, however, on a **voluntary** basis only. Every school can send up to **100 students**. Certificates will be given to students upon completion of the activities.

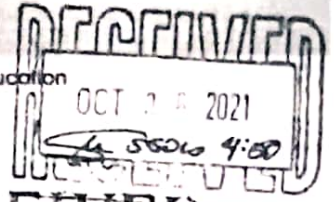


4. Moreover, participating students are advised to install Google meet, MS Teams and Zoom as the possible platforms prior to the webinar to avoid delays/inconveniences.
5. Travel and other incidental expenses relative to this activity are chargeable to local funds/school MOOE subject to the usual accounting and auditing rules and regulations.
6. For your information, guidance and compliance.

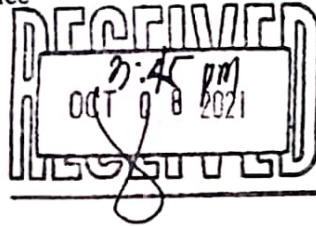


October 04, 2021

The Education Program Supervisor for Guidance and Counseling  
Department of Education Schools Division Office  
Division of Catanduanes



RECEIVED



Division of Catanduanes  
Office of the SDS

Date: OCT 06 2021  
Time: 4:K  
By: MLC

Dear Mesdames/Sirs:

Greetings from **GuidanceNGO!**

We have received confirmation from the **Admissions Office** of the **University of the Philippines System** that the application guidelines to our national university will be released next month. Soon after, our state, local, and private universities will be issuing their respective admissions requirements.

Our senior high school learners must finally decide on what careers they will pursue as they will indicate these career choices on their applications to these universities.

On this note, **GuidanceNGO**, a non-government organization that conducts career seminars and webinars for more than 20 years, invites the **Grade 11** and **Grade 12** students within your Division to take part in an online career and college fair titled **Career Expedition, a Year of Online Career and College Fair**.

The Grade 11 and 12 students within your Division will be oriented by deans, program chairs, and professors who teach the college programs/careers your students would like to pursue.

The online event is happening **every Friday** from **1:00 pm to 5:00 pm (4 hours) until May 2022**. Guidance Officials within your Division will just choose which Friday within the academic year they would like their Grade 11 and 12 students to attend. The table below shows the careers to be discussed and the time period.

### Career Expedition 2021-2022 Schedule

**1:00 to 3:00 pm – CAREER CLINIC**, a focused consultation about college programs and careers. Four (4) 30-minute career clinic sessions featuring various college programs that will cover the following topics:

- key areas of study about each college program;
- what skills and characteristics students need to develop to study certain college programs;
- college program curriculum;
- college training that students will undergo; and
- employment opportunities after finishing each college program.

Your Grade 11 and 12 students may choose to attend any of these 60+ career clinics as scheduled below. **More than sixty (60) speakers** (deans, program/department chairs, professors) will be discussing the following college programs/careers:



## ATTENDANCE AGREEMENT FORM (AAF)

Yes, we would like the Grade 11 and 12 students of our school \_\_\_\_\_  
(school name)  
\_\_\_\_\_ to attend the online event Career Expedition 2021-2022  
(continuation of school name)  
as part of our career program for our senior high school students.

We understand that our Grade 11 and 12 students will attend this online event **FREE OF CHARGE** and that our school does not have any financial obligation to **GuidanceNGO**.

Preferred Month in SY 2021-2022: \_\_\_\_\_

Number of Grade 11 and 12 Students that can attend : \_\_\_\_\_

### Note:

1. Your Grade 11 and 12 students will be participating in this online event with students from other senior high schools.
2. Participating Grade 11 and 12 students are students from any senior high school in the Philippines.
3. The links to the career webinar sessions will be e-mailed to you the night before the date of the event.
4. You will disseminate the links to your Grade 11 and 12 students.
5. We will e-mail to you reminders to the event that you will disseminate to your students.
6. Since this is a Word document, you may just fill in the blanks. You may also print this form and take a photo of it. Please e-mail the accomplished form to [guidancengo@gmail.com](mailto:guidancengo@gmail.com).
7. **Only 40 schools** will be accepted per event date as we can only accommodate a limited number of participants.

### Approved by:

\_\_\_\_\_  
Signature over Printed Name of Authorized School Representative

\_\_\_\_\_  
Designation

\_\_\_\_\_  
Address or Location of School

\_\_\_\_\_  
Landline and Mobile Numbers

\_\_\_\_\_  
Facebook Name or URL (this is important so that we can easily coordinate with you before and during the event)

+63 2 8253 4057

+63 2 8288 6265

+63 949 358 5392

+63 906 315 6331

[guidancengo@gmail.com](mailto:guidancengo@gmail.com)

[www.guidancengoph.com](http://www.guidancengoph.com)

5G Bldg. 17-A Col. Salgado St., West Kamias, Quezon City, Philippines

# **RATIONALE, OBJECTIVES, AND EXPECTED OUTPUT FROM THE EVENT**

## **CAREER EXPEDITION 2021-2022 a Year of Online Career and College Fair**

### **Rationale**

In a matter of months, some of our senior high school learners will venture into a new level of education—higher education. Prior to being admitted, they have to meet the admission requirements of our colleges and universities. On the application forms to these institutions, they have to indicate the college programs or “courses” that they intend to major in.

Our learners will be evaluated by our universities based on these career choices and they require deeper insights about these careers.

As such, senior high school learners require substantial information about the college programs they will pursue before making those life-defining decisions.

### **Objectives**

Attendance to the Career Expedition event aims to achieve the following objectives:

1. Clarify matters pertinent to the college programs they think of pursuing. The event will unravel the key areas of study about 60+ college programs or careers as explained to them by 60+ experts (deans, program chairs, and professors) who have mastered what these college programs are really all about. Speakers in this event are doctors, lawyers, architects, engineers, educators, captains, etc.
2. Assist our learners in gaining exposure to a diversity of careers; not just the usual college programs they are already familiar with.
3. Lend assistance to the senior high school learners as they prepare for the rigors of college education. There will be substantial discussion of what college training our learners will undergo. Do our learners know the skill set or character they need to develop in pursuing certain careers? Will these college programs require students to attend conferences, will there be a thesis requirement, practicum, or on-the-job training?
4. Resolve misconceptions about many careers as some students have developed ideas about careers that need to be rectified.
5. Identify the better and suitable colleges and universities for the study of many college programs. The event will showcase higher education institutions that excel in various college programs.
6. Be oriented on what our senior high school learners need to prepare as they apply for entry into our colleges and universities. What are the procedures involved? Will they go through a bridging program in case their senior high school track or strand is not aligned to the college program they want to pursue? What scholarships do these colleges and universities offer?
7. Gain a wider perspective of employment opportunities after finishing the college program.