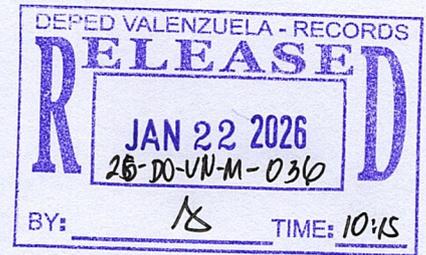




DepEd ICT Unit
Web Posted by: dm
Control no.: 26-DO-VN-M-036

Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF CITY OF VALENZUELA



Office of the Schools Division Superintendent

January 21, 2026

To: OIC, Assistant Schools Division Superintendent
Chief Education Supervisors CID and SGOD
Public Schools District Supervisors
Secondary School Heads
Division SHS Focal Person

Dear Sirs/Mesdames:

This is in reference to the attached letter dated December 22, 2025 from Romelen T. Tresvalles, Regional Director, Department of Science and Technology, National Capital Region, inviting the participation of Grade 12 students in Valenzuela City who applied scholarship to attend the **"REVIEW CLASSES"** on February 7 and 8, 2026, Saturday and Sunday from 8:30 a.m. to 4:00 p.m. in preparation for the upcoming "2026 DOST-SEI Undergraduate Scholarship Examination" scheduled on February 21-22, 2026, Saturday and Sunday.

In view of the foregoing, 100 participants will be accommodated at Valenzuela City School of Mathematics and Science, Collaborative Room, 3rd Floor. Students shall complete the registration process via <https://forms.gle/SzynaucUdA116ooWA>

Relative to this the following SHS teachers from ValMaSci will assist the DOST staff.

1. Ms. Merlyn M. Gamboa
2. Ms. Mary Ann V. Dayrit
3. Ms. Eunice Bernadette R. Acuña
4. Mr. Mark Leo Delos Reyes

Teacher participants to this activity shall be entitled to service credit pursuant to Deped Order No. 13, s. 2024 titled "Revised Guidelines on the Grant of Vacation service Credits for teachers".

Thank you.

Very truly yours,

NOEL D. BAGANO
Schools Division Superintendent

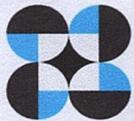
Division Letter No. 021, s. 2026

CID/LQP



Address: Pio Valenzuela St., Marulas, Valenzuela City
Telephone Nos.: (02) 8293-4507, 8277-4648, 8291-0873, 8277-3439
Email Address: sdvalenzuela@deped.gov.ph
Official Website: <https://www.depedvalenzuela.com>

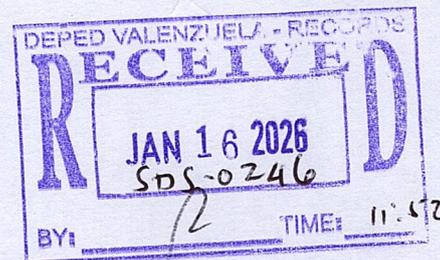




22 December 2025

MR. NOEL D. BAGANO

Schools Division Superintendent
Department of Education
Schools Division Office of Valenzuela City
P. Valenzuela St., Marulas, Valenzuela City



ATTENTION: DR. MARIA LEA Q. PRONDO, MAEd
Education Program Supervisor of Science

MR. JAMES S. DE VERA JR.

Principal – Valenzuela City School of Mathematics and
Science

Dear **Mr. Bagano**:

The Department of Science and Technology – National Capital Region (DOST-NCR) will facilitate the conduct of **Review Classes** on **7- 8 February 2025, Saturday and Sunday**, from **8:30 a.m. to 4:00 p.m.**, to assist students in the National Capital Region in preparing for the upcoming **2026 DOST-SEI Undergraduate Scholarship Examination**, scheduled on **21-22 February 2026 (Saturday and Sunday)**.

Anent to this, we respectfully invite **Grade 12 students from Valenzuela City** who have applied for the DOST Scholarship to participate in the said review sessions. Please note that participation is limited to **150 participants only** and will be accommodated on a **first-come, first-served basis**. To secure a slot, interested students are encouraged to complete the registration form through <https://forms.gle/SzynaucUdA116ooWA> at the soonest possible time.

Moreover, we kindly request permission to use **Three (3) at Valenzuela City School of Mathematics and Science** as the venue for the activity. We likewise seek the assistance of at least **Four (4)** to help facilitate and ensure the smooth conduct of the review classes and respectfully request that the same be granted appropriate service credit, subject to existing rules and guidelines.

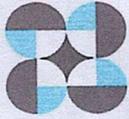
Attached herewith is the **Activity Briefer** outlining the rationale, objectives, and expected outputs of the activity for your reference.

Spearheading Innovati+ns

Postal Address: DOST-NCR Building,
DOST Compound, General Santos
Avenue, Bicutan, Taguig City
Website: <https://ncr.dost.gov.ph>

Telephone No.: (+632) 8683-7790 to 99
loc. 1002 - 1005
E-mail: records@ncr.dost.gov.ph





Our staff, **Ms. Michaela Adrienne B. Canicula, RND**, and **Ms. Jonalyn Morales**, will coordinate with your office regarding this matter. For further inquiries or clarifications, they may be reached at **(02) 8683-7790 to 99 local 1002-1005** or via email at cest@ncr.dost.gov.ph.

Thank you.

Very truly yours,

ROMELEN T. TRESVALLES
Regional Director

Spearheading Innovations

Postal Address: DOST-NCR Building,
DOST Compound, General Santos
Avenue, Bicutan, Taguig City
Website: <https://ncr.dost.gov.ph>

Telephone No.: (+632) 8683-7790 to 99
loc. 1002 - 1005
E-mail: records@ncr.dost.gov.ph

