



MEMORANDUM

FOR/TO : The Undersecretaries, Assistant Secretaries
All Heads of Offices, DENR Central Office
All Regional Executive Directors
All Regional Directors
All Bureau Directors
All Heads of Attached Agencies

FROM : The Undersecretary
Management and Technical Services
and Chair, DENR Scholarship Committee

SUBJECT : **Philippine Council for Agriculture, Forestry and Natural Resources Research and Development (PCARRD) in-country scholarship for masters and doctoral degrees starting 1st semester SY 2005-2006**

DATE : DEC 13 2004

The Philippine Council for Agriculture, Forestry and Natural Resources Research and Development (PCARRD), through its Human Resource Development Program, is inviting applicants to its in-country scholarship and thesis/dissertation assistance program for masters and doctoral degrees starting 1st semester SY 2005-2006.

We are furnishing you copies of the invitation and requirements for dissemination to interested parties. Other pertinent documents are available upon request at the Human Resource Development Service. Applicants should submit the following documents to the Chair, Scholarship Committee on or before 10 January 2005 through the HRDS.

1. Application letter, addressed to the Chair, DENR Scholarship Committee thru the Local Scholarship Unit (Field Offices or Bureaus or Attached Agencies). For Central Office personnel submit through the Director or Head of Office
2. Personal Data Sheet
3. Transcript of scholastic records
4. Two (2) passport size photos
5. Certificate of admission from an accredited school
6. Copy of performance evaluation (PES) for the last two (2) consecutive rating periods (adjectival and numerical)
7. Certificate of good moral character from immediate supervisor
8. Medical clearance
9. Certification from immediate supervisor that the study leave will not hamper the operations of the unit.
10. Certification that the applicant has no pending administrative or criminal case
11. Service Record
12. For those requesting for thesis assistance, school-approved thesis proposal that falls within the R and D priorities of PCARRD.

We emphasize that all applications are to be endorsed to PCARRD by the Chair, DENR Scholarship Committee. Those with incomplete documentation will not be entertained.

For your information and further action.


ROLANDO L. METIN

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