



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

6 November 2024

DIVISION MEMORANDUM

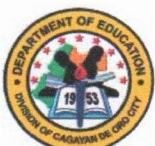
No. 874, s. 2024

DEPLOYMENT OF PRE-SERVICE TEACHERS FOR THEIR FILED STUDY COURSE

To: **Manuel L. Lincaro Jr.**
Principal
East Gusa National High School
This Division

1. Pursuant to the provisions of the Memorandum of Agreement between Higher Education Institutions and the Department of Education, this office hereby informs you on the deployment of Pre-Service Teacher of **Vineyard International Polytechnic College Inc.** for their filed study course.
2. Consequently, you are requested to coordinate with the Coordinator, of **Vineyard International Polytechnic College Inc.** to ensure awareness of the cooperating teachers of their specific roles.
3. This office directs immediate and wide dissemination of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent



Address: Fr. William F. Masterson Avenue, Upper Balulang, Cagayan de Oro City
Telephone: (08822) – 8550048

September 17, 2024

DR. ROY ANGELO E. GAZO

Schools Division Superintendent

Department of Education-Cagayan de Oro City Division

Cagayan de Oro City, Misamis Oriental

THRU: DR. DERROLD MARL S. AVES

Senior Education Program Specialist

Department of Education-Cagayan de Oro City Division

Cagayan de Oro City Misamis Oriental

Sir:

Greetings of Peace and Prosperity!

On behalf of Vineyard International Polytechnic College, I am writing to formally request the deployment of our pre-service student enrolled in the Bachelor in Technical-Vocational Teacher Education Major in Food Service Management to undergo **Field Study 1: Observation of Teaching-Learning in Actual School Environment** and **Field Study 2: Participation and Teaching Internship** at **GUSA National High School-Senior High School**, starting on **September 23, 2024**. The total duration of the field study is **64 hours**, and it will allow the student to fulfill the requirements of both FS 1 and FS 2.

This request is made in accordance with the **Joint CHED and DepEd Memorandum Order No. 1, Series of 2021** or the **Policies and Guidelines on the Deployment of Pre-Service Teachers for Field Studies and Teaching Internships**. Moreover, the **Vineyard International Polytechnic College** has entered into a **Memorandum of Agreement (MOA)** with the **Department of Education-Cagayan de Oro City Division**, effective from **School Year 2022-2023 to School Year 2024-2025**. This partnership reinforces our commitment to ensuring that our pre-service teachers receive quality, hands-on learning experiences within your esteemed institution.

The student will engage in critical observation and participation in real-world teaching-learning processes, which will not only enhance their skills but also align with their specialization in Food Service Management. The guidance and mentorship they receive during this field study will be instrumental in shaping their future careers as educators in the technical-vocational field.

**NAME OF FIELD STUDY STUDENT IN
GUSA NATIONAL HIGH SCHOOL- SENIOR HIGH SCHOOL**

BTVTED-FSM:

1. NICHOL CAGAANAN

Adviser: Mr. Warren Jesson T. Cobar, LPT

We trust that this request will receive your favorable consideration. Please feel free to contact us at 09365003874 if you require any additional information or clarification.

Thank you for your continued support and collaboration in nurturing the next generation of educators.

Respectfully,

WARREN JESSON T. COBAR, LPT

FS 1&2 Coordinator

Approved:

JONAS D. GAMBA, MBA
School Operation In-Charge