

SUBJECT

Republic of the Philippines Bangsamoro Autonomous Region in Muslim Mindanao Ministry of Basic, Higher and Technical Education Cotabato City



Office of the Minister

REGIONA	L MEMOR	ANDUM	Min-stry of Basic, Higher and Technical Education OFFICE OF THE MINISTER
No. 114	3		RELEASED
Series of	2022		Nadjioh
			EY: 06 001 2022
TO	:	PROF. TAHIR G. NALG, MAIS Director General for Madaris Education	TIME: 8:57 am CITI, NO 2021 - 10 - 204

SCHOOLS DIVISION SUPERINTENDENTS (Cotabato City, Maguindanao I, Maguindanao II, Lanao Del Sur I, Lanao Del Sur II, Marawi City, Lamitan

City, Basilan, Sulu, & Tawi-Tawi)

DIVISION ISAL COORDINATORS DIVISION PLANNING OFFICERS

Republic of the Philippines Bangsamoro Autonomous Region in Muslim Mindanao Ministry of Basic, Higher and Technical Education INFORMATION AND COMMUNICATIONS DIVISION

OCT 0 620

Time 9:00 AN

Control No Zorz- 10

ATTENTION PRIVATE MADRASAH (Standard Madrasah Curriculum Implementers) Inister

FROM

CALL FOR APPLICATION FOR GRANTING OF GOVERNMENT SUBSIDY FOR

SY 2022-2023

October 4, 2022 DATE

1. The Ministry of Basic, Higher and Technical Education (MBHTE), through the Directorate General for Madaris Education (DGME), is strengthening the Madrasah Education System in the entire BARMM.

- 2. The Ministry may provide financial and other support to private Madaris including, but not limited to, scholarships for qualified learners, the operational costs of the schools, and support to special madrasah development programs. (Chapter 7 Private Financing Section 117 Government Subsidy)
- 3. Generally, government subsidy is given to provide support for private Madaris, specifically it aims to the following objective:
 - a. Monitor compliance of Madrasah to existing policies and guidelines;
 - b. Evaluate the performance of Asatidz/ ISAL Teachers, K to 12 Teachers, and learners in attaining quality balanced education;
 - c. Validate the financial utilization of the government subsidy given last school year.
 - d. Monitor education outcomes such as student proficiency, drop-outs, and araduation rates/survival rates and provide immediate feedback on the efficacy and weaknesses of the Madrasah program;

e. Monitor and validate the implementation of the curriculum, facilities, accuracy of the school data/ school forms, management and support learning process, then recommend the results to the planning sections;

Apply the existing monitoring tools of MBHTE-MADARIS to private schools.



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4. In connection with this, the Office of the Minister's Planning and Finance Division, the DGME Quality Assurance Division, Bureau of Madaris-Private Section, and School Division Offices are advised to conduct the following activities:

DATE	ACTIVITIES	RESPONSIBLE PERSON
Oct.03-14, 2022	 Submit three (3) copies in three (3) separate folders of the requirements for entitlement to the Division Office for initial verification of the documents as provided in this policy guideline Submit the requirements in A4 size paper and folders according to the following color coding; Cotabato City - Blue Maguindanao 1- Yellow Maguindanao 2- Green Lanao Del Sur 1- Pink Lanao Del Sur 2-Red Marawi City - Violet Basilan and Lamitan City- Brown Sulu - White 	SMC Implementers
Oct.17-21, 2022	Tawi-Tawi - Orange (2) The concerned ISAL Coordinator will transmit the verified documents to the office of the MBHTE-DGME through the Public/Private Section. If there are deficiencies, the applicant school shall be informed through a returned endorsement to comply with the lacking requirements;	
October – November 2022	(3) MBHTE-DGME and Division Office Composite Team will conduct monitoring and validation pof compliance to the MBHTE-DGME policy guidelines and academic performance of the learners of the private Madrasah;	The Regional Monitoring and Validation Team shall be composed of the following: 1 Quality Assurance Division – M and Section (2 Representatives) 2 Curriculum Division – Curriculum Section (2 Representatives) 3 Office of the Director General Planning Section (2 Representatives) 4 Office of the Director General Finance Section (2 Representatives) 5 Office of the Minister – Physical Facilities Section (2 Representatives) 6 Bureau of Madaris – Public/Private Section (2 Representatives) 7 4 Representative from the School Division Office. (K to 12 Coordinato



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Cotabato City

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5. Please submit the following Requirements:

5.1. For Government Subsidy

- a. Submit an application letter to the Office of Minister thru the Directorate General for Madaris Education to avail of the financial assistance of P 5,000.00 per student/school year signed by the President/Administrators. (original)
- b. Endorsement letter from the Schools Division Superintendent.
- c. Submit the photocopy of the Government recognition/Permit to Operate signed by the Minister. (Certified true copy)
- d. Must have a board resolution adopting/offering the Refine Standard Madrasah Curriculum for Private Madaris and Tahderiyyah Curriculum as prescribed under DepEd Order No. 40, s. 2011. (Duly signed by the Board Members)
- e. A certification signed by the Academic Head and the President of the private madrasah stating that the old curriculum of the madrasah shall be gradually phased out or already phased out. That the madrasah is implementing Refine Standard Madrasah Curriculum and Tahderiyah Curriculum.
- f. Must have a copy of Deed of Donation or Certificate of Title for Madrasah Site.
 (Duly Notarized by the lawyer/Certified True Copy)
- g. Duly accomplished Madrasah Information Sheet and Madrasah Improvement Plan. See Enclosure No. 1
 - i. 2022 Madrasah Information Sheet Excel Format download link: https://bit.ly/3RuLVsb
 - ii. 2022 Madrasah Information Sheet PDF Format download link: https://bit.ly/3me61x
- h. School Forms from the last school year
 - SF 1 School Register (Master list of class enrollment last school year and current year prepared by the adviser and duly signed by the Academic head. Attached is the birth certificate of the learners. (Certify True Copy by the School Registered)
 - SF 4 Summary Enrollment and Movement of Learners (Enrollment count, transferred in/out, and dropout by grade level (Summary of SF 2 prepared by the academic head noted by the President/ Administrator)
 - SF 5 Report on Promotion (List of promoted/retained by class signed by the adviser noted by the academic head and president/administrators)
- i. Statement signed by the Academic Head or Registrar and the President of the Madrasah that the amount of tuition fee collected is not less than P 5,000.00 per student/school year. This should be supported by the schedule of tuition and other fees duly approved by the concerned madrasah officials/authorities.
- The recipient private madrasah shall submit reports on the utilization of the financial assistance – to be supported by the payroll of teachers, certified by





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the school officials – and other reports and attached means of verifications. (Applicable only to private madrasah subsidized last S.Y 2021-2022)

- Liquidation Report of the 80% for the salaries of K-12 teachers with attached Monthly Payroll.
- ii. Liquidation Report of 20% for the improvement of classroom/ facilities with attached original receipt.
- iii. Copy of the Land Bank of the Philippines Madrasah Passbook
- iv. Pictures of the Improvement of the school and releasing of salary to the teachers.
- v. Madrasah Picture (Infrastructure, School Activities, and Students output)
- 6. Government subsidy, transportation, food, hotel accommodation, and other expenses relatives to this activity shall be charged to GAA Madaris Standards and Provisions 2022 while for division personnel, it shall be charged to their respective MOEE.
- 7. Should you have concerns, kindly contact Joehairin Dimanalao at mobile no. 0996-677-7159.
- 8. For information, guidance, and dissemination.





Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
Ministryl of Basic, Higher, Technical and Basic Education
DIRECTORATE GENERAL FOR MADARIS EDUCATION



Name of Madrasah Sitio, Barangay, Municipality, Province

MADRASAH/MARKAZ INFORMATION SHEETS

Vission			
uiding Principles			
. GENERAL PROFILE			
1. S.E.C. Registration		CN202066191	
Government Recognition No./PTO No.		20	
3. School ID			
4. Division		Maguindanao I	
5. Name of Madrasah/Markaz			
6. Address			
_	(Barangay)	Municipality	Province
7. School e-mail address			
8. Facebook Page/Website			
9. Contact No.			THE PROPERTY OF THE PARTY OF TH
10 Acount Number(Landbank)			***************************************
11. Administrator/Modeer			
12. Year Established	199	8 (Traditional Madra:	sah)
_			
LEVEL OF OFFERING: PLEASE CHECK		٦	
A. Kindergarten (Tahdiriyyah)	1	-	
B. Elementary (Ibtidaiyyah) 6 years		-	
C. Junior High School (Mutawwassitah) 3 yea D. Senior High School (Thanawi) 3 years	rs	-	

C. SPECIMEN SIGNATURE OF: 1. Administrator:

Name

Signature

Date signed

2. Principal:

Name

Signature

Date Signed

D. MADRASAH/MARKAZ OFFICIALS' PROFILE LAST NAME NAME FIRST NAME MIDDLE NAME (month/day/y Birthdate SEX (Single, (Male/ Married, Widdow, Divorce) POSITION DESIGNATION NO. OF YEARS IN-MARKAZ ISLAMIC EDUCATION HIGHEST EDUCATIONAL QUALIFICATION SECULAR EDUCATION

E. A. List of Faculty members (Asatidz/ISAL Teachers)

	LAST NAME						
NAME	FIRST NAME						
	Middle Name (month/day/y						
Birthdate	(month/day/y ear)						
À	AGE						
SEX (Male/	AGE Female						
	Married, Widdow, Divorce)						
Ethnicity (Maguindanaon,	Maranao, Tausog, Iranon, Yakan,etc)						
	ISLAMIC EDUC.						
EDUCATION QUALIFICATION	SECULAR EDUC.						
SUBJECT	ТОИБНТ						
GRADE	TOUGHT						
	AH/ MARKAZ						

E. B. List of Faculty members (K TO 12 TEACHERS)

		,			 		
	LAST NAME						
NAME	FIRST NAME						
	Middle Name (month/day/y						
Birthdate	(month/day/y ear)						
n n	AGE						
SEX (Male/	Female)						
STATUS (Single,	Married, Widdow, Divorce)						
Ethnicity (Maguindanaon,	Maranao, Tausog, Iranon, Yakan,etc)						
EDUCATION	ISLAMIC EDUC.						
EDUCATION QUALIFICATION	SECULAR EDUC.						
SUBJECT	тоиент						
GRADE	TOUGHT						
	AH/ MARKAZ						

F. Teachers' Professional Development (2018-2021)

			Trainings Attended
			Funded by/ Agency
			No. of Participants in your Madrasah
		16	No. of hours

G. Madrasah Awards and Recognition

			Title of Awards And Recognition
			Level (International, National, Division, District,LGU)
			Name of Awardee

H. PHYSICAL FACILITIES AND INSTRUCTIONA	AL RESOURCES:	
No. of bldgs :		
Type of bldgs		
No. of chairs		
No. of classrooms :		
No. of desk		
No of computer :		
Area of madrasah site		
	es, sq. meters:	
Does it have a gardening area?	, if yes, sq. meters:	
Does it have a perimeter fence?	, if yes, sq. meters:	
Specify playground apparatus if there are any:		
I. I. compared Materials.		
I. Learners' Materials:		
Title of the Book(s)	Subject Areas	Estimated No. of Copies
		or copies
J. Facilities / Furniture Available :		
No. of blackboards:		
No. of Chairs:		
No. of teacher's Table:		
Laboratory Apparatus:		
Water System:		
Comfort Room:		
K. Please check the Curriculum to be impleme	nted	

A. Standard Madrasah Curriculum B. Basic Education Curriculum

L. HUMAN RESOURCES:

Human resources	Female	Male	Total
Teacher			
Asatidz			
Non-teaching			
Staff			

M. ENROLLMENT:

M. ENROLLMENT:				
Level	No. of Classes /	No. of E	Enrollees	Total
Kindergarted (Hadanah)		Male	Female	
1. Jr. Kinder				
2. Sr. Kinder				
Lower Madrasah Ibtidaiyyah				
I				
II				
Ш				
Upper Madrasah Ibtidaiyah				
IV				
V				
VI				
Sub - Total Junior High School (Mutawassitah)				
VII				***************************************
VII				
IX				
Sub - Total Senior High School				
(Thanawiyyah)				
X				
XI				
XII				
Sub - Total				
Grand Total				

Note: Learners with Learners Reference Number (LRN) only

GRADE LEVEL	Learner-Teacher Ratio
Kindergarted (Hadanah)	
1. Jr. Kinder	
2. Sr. Kinder	
Lower Madrasah Ibtidaiyyah	
Grade I	
Grade II	
Grade III	
Upper Madrasah Ibtidaiyah	
Grade IV	
Grade V	
Grade VI	
Junior High School (Mutawassitah)	
Grade VII	
Grade VIII	
Grade IX	
Senior High School (Thanawiyyah)	
Grade X	
Grade XI	
Grade XII	
Total	

GRADE LEVEL	Learner-Classroom Ratio
Kindergarted (Hadanah)	
1. Jr. Kinder	
2. Sr. Kinder	
Lower Madrasah Ibtidaiyyah	
Grade I	
Grade II	
Grade III	
Upper Madrasah Ibtidaiyah	
Grade IV	
Grade V	
Grade VI	
Junior High School (Mutawassitah)	
Grade VII	
Grade VIII	
Grade IX	
Senior High School (Thanawiyyah)	
Grade X	
Grade XI	
Grade XII	
Total	

N. FINANCIAL STATUS

A. Table 1 - Monthly Matriculation

Details	Amount by grade level							
	Jr. K	Sr. K	Gr. I	Gr. II	Total			
Monthly Tuition	Gr. III	Gr. IV	Gr. V	Gr. VI	Total			
Total								

B. Table 2 - FUNDING SOURCES (SALARIES, ETC.)

5. Table 2 - FUNDING SOURCES (SALARIES, ETC.)	
Sources(Name of donor/Office)	Nature of Assistance (in kind,cash,technical support)	Amount

C. Table 3 - PROJECT AND PROGRAM FROM GOVERNMENT FINANCIAL ASSISSTANCE (2018-2021)

PROJECT/ PROGRAM TITLE	Objectives	Year	Amount
		+	
			-

repared by:			
+	Madrasah Planning officer	Noted by:	
		Non-monomina-	Administrators

3 YEARS MADRASAH IMPROVEMENT PLAN

Prepared by:	GOVERNA	QUALITY	ACCESS		RESULT AREAS
					SCHOOL IMPROVEMENT PROJECT TITLE
				_	PROJECT OBJECTIVE
				ΥE	OUTPUT FOR THE YEAR
				YEAR ONE	ACTIVITIES/ SUB ACTIVITIES
					PERSON(S) RESPONSIBLE
Approved:					SCHEDULE/ VENUE
					BUDGET PER ACTIVITY
					BUDGET SOURCE

Planning Officer

Budget/Finance Officer

Administrator

3 YEARS MADRASAH IMPROVEMENT PLAN

	,					SCHOOL THE SECTION SECTION
	,					OBJECTIVE
			Annual State	the first statement of the		the owner or the same
					Y	AHE KEVIS ONLISCITOR
					AEWE OME	VCHALLER VCHALLER
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						VCIMELA EMPCEL SES
at the property of the same and the same of the same						PODINCE

Student Personal Profile

1 x 1 picture

Last Name	Gender	
First Name	Father	<u> </u>
Middle	Mother	
Name		
Birthdate	Ethnicity	
Address	Contact	
	No.	

LRN

Student Personal Profile

1 x 1 picture

Last Name	Gender	
First Name	Father	
Middle Name	Mother	
Birthdate	Ethnicity	
Address	Contact No.	

LRN

Student Personal Profile

1 x 1 picture

Last Name	Gender	
First Name	Father	
Middle Name	Mother	
Birthdate	Ethnicity	
Address	Contact No.	

LRN