



Republic of the Philippines
Department of Education
 REGION XI
 SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION ADVISORY
CID – 2025 – 0007
 February 5, 2025

**ST. MARY'S COLLEGE OF TAGUM COLLEGE CONDUCT OF CAREER
 GUIDANCE PROGRAM AND SCHOOL CAMPAIGN FOR SENIOR HIGH
 SCHOOL STUDENTS**

This Advisory is issued for the information of the Assistant Schools Division Superintendent, Chiefs of the School Governance & Operations Division and Curriculum Implementation Division, and Public and Private Secondary School Administrators.

Attached is the communication letter from **Dr. Klein Mamayabay**, the Director of Admission, Marketing, and Promotions of St. Mary's College of Tagum, Inc., requesting on the intent to conduct a **Career Guidance Program and School Campaign** for Grade 12 senior high school learners of Panabo City Division.

This Office interposes no objection on the aforementioned activity provided that proper coordination to the School Heads must be observed and that the participation of DepEd personnel to the said activity shall be on voluntary basis, provided, that personnel must adhere to the policy on DO 9, s. 2005 *Instituting Measures to Increase Engaged Time-On-Task and Ensuring Compliance Therewith* and no government funds be used in the abovementioned activity.

For your information and dissemination.

JINKY B. FIRMAN, PhD, CESO VI
 Schools Division Superintendent

RELEASER

FEB 07 2025

RECORDS SECTION - DO PANABO CITY

BY

CID/jey/edo



Schools Division Office of Panabo City
 City Hall Compound, Km 31, Panabo City
 Telephone No: (084) 823-1469
 Email: panabocity.division@deped.gov.ph

DepEd Panabo:
Empowering Champions in Education

CHAMPION
 Panabo ONE
 through Journeying, Blazing and Fostering commitment in
 providing quality education, MATATAG for all.



ST. MARY'S COLLEGE OF TAGUM, INC.

ADMISSIONS, MARKETING, AND PROMOTIONS

National Highway, Magugpo East, Tagum City, 8100 Davao del Norte, Philippines

Tel. No.: (084) 216 – 6205; Telefax: (084) 655 - 9027 Email Address: oisac@smctagum.edu.ph

Quality Transformative Ignacian Marian Education (QTIME)

Faith • Excellence • Service

DR. JINKY B. FIRMAN
Schools Division Superintendent
Panabo City Division

Dear Dr. Firman:

Praised be Jesus and Mary!

On behalf of our institution, I am writing to respectfully request permission to conduct a Career Guidance Program and School Campaign in selected schools under your Division, tentatively scheduled between February and April 2025. This initiative is part of our commitment to support students in making informed choices about their academic and career paths, equipping them with essential knowledge to achieve their aspirations.

Our programs are thoughtfully designed to align with the educational objectives of the Department of Education and complement the existing school curriculum. It seeks to provide students with meaningful insights that will empower them as they navigate critical decisions regarding their future.

We would like to assure you that this program will be planned and coordinated in close consultation with the school administrators to ensure smooth implementation. All efforts will be made to adhere to the school's preferences and schedules to avoid disrupting classes or regular school activities.

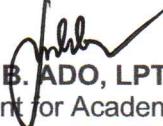
We deeply value the opportunity to collaborate with your Division in creating a positive impact on students' lives through this initiative. Should you require further details or have specific requirements, please do not hesitate to reach out to me at 0906-224-7597 or via email at oisac@smctagum.edu.ph.

Thank you for considering our request. We look forward to your favorable response and to working together in this meaningful endeavor.

Respectfully yours,


KLEIN MAMAYABAY, LPT, PhD
Admissions, Marketing, and Promotions Director

Noted by:


NEIL RYAN B. ADO, LPT, PhD
Vice President for Academic Affairs

25-27226 808
DejED Division of Panabo City,
REcords Section
RE JAN 28 2025
Date: 28/01/2025 Time: 11:09
q

Approved by:

DR. JINKY B. FIRMAN
Schools Division Superintendent
Panabo City Division



PAASCU Accredited
Accredited Level II: AB, Education & Business Administration Programs
Accredited Level III: Basic Education Department



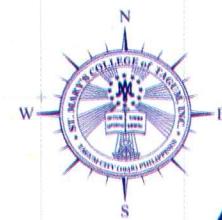
Bureau of Immigration Accredited
Authority to Accept Foreign Students
AAFS No. SBM-2014-060



Department of Education
School ID Number
405383

SMCTI CAMPUS MAP

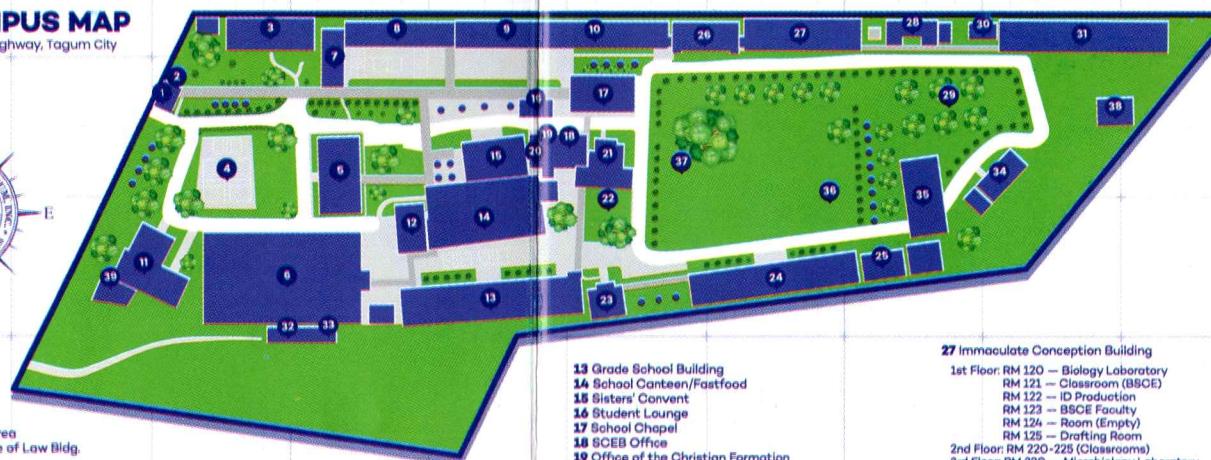
Magugpo East, National Highway, Tagum City



1 Main Gate
2 Guard House/Waiting Area
3 Graduate School/College of Law Bldg.
4 Open Volleyball Court
5 Admin Building
6 Mother Ignacia Gymnasium
7 Assumption Building

1st Floor: RM 101 — Admission Office
— DPO/SDO
RM 102 — TESTA Office
— Psychology Laboratory
2nd Floor: RM 201-202 — BBCS Computer Lab.
3rd Floor: RM 301-302

8 Queen of Peace Building
1st Floor: RM 103 — IREL Office/Student Affairs and Services
RM 103-104 — Speech Laboratory
RM 105 — College Computer Laboratory
RM 106 — Engineering Computer Laboratory
2nd Floor: RM 203-207 (Classrooms)
3rd Floor: RM 303-307 (Classrooms)



9 Annunciation Building

1st Floor: RM 108-109 — College Faculty Room
RM 110-111 — TEP Head Office
2nd Floor: RM 208-211 (Classrooms)
3rd Floor: Library (Westwing)

10 Perpetual Help Building

1st Floor: RM 112 — Proposed Nursing Faculty
RM 112-113 — Audio Visual Room (AVR)
RM 114 — BEC Office
RM 115 — Research and Publication Center
RM 116 — Computer Assisted Learning Lab.
2nd Floor: RM 212-216 (Classrooms)
3rd Floor: Library (Eastwing)

11 BRC Building

12 Criminology Building

13 Grade School Building

14 School Canteen/Fastfood

15 Sisters' Convent

16 Student Lounge

17 School Chapel

18 SCEB Office

19 Office of the Christian Formation

20 Campus Ministry

21 School Clinic

22 Grade School Playground

23 — Testing and Wellness Center

— Quality Assurance Center

24 High School Building

25 Physical Education Center

26 Holy Rosary Building

1st Floor: RN 137 — Laboratory Apparatus Room

RN 137 — Hydraulics Laboratory

RN 138 — Skill Mechanics Laboratory

RN 139 — Construction Materials & Testing Lab.

2nd Floor: RM 217 — Anatomy Laboratory

RN 218-219 — Learning Resource Center

3rd Floor: RN 317 — NLR1/Lecture Room 1

RN 318 — NLR2/Lecture Room 2

RN 319 — NLR3/Lecture Room 3

27 Immaculate Conception Building

1st Floor: RM 120 — Biology Laboratory

RM 121 — Classroom (BSCE)

RM 122 — ID Production

RM 123 — BSCE Faculty

RM 124 — Room (Empty)

RM 125 — Drafting Room

2nd Floor: RM 220-225 (Classrooms)

3rd Floor: RM 320 — Microbiology Laboratory

RM 321-323 — Chemical Laboratory

RM 323 — Central Supply

RM 324-325 — Physics Laboratory

4th Floor: RM 401-403 — Nursing Skill Laboratory

28 Marian Hotel

29 Eco Park

30 Bohay Kubo

31 Senior High School Building

32 MRF

33 Carpentry Shop

34 Dormitory Building

35 Covered Court

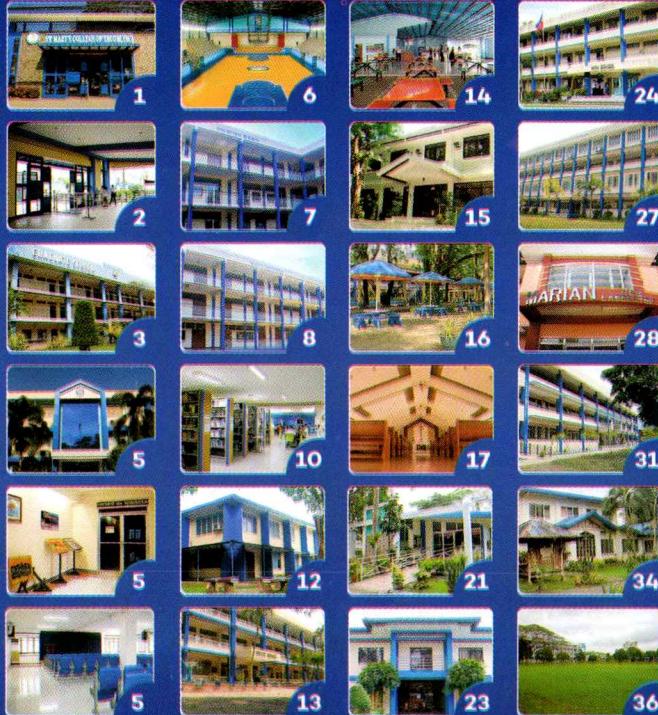
36 Open Field

37 Softball Field

38 Storage

39 Yayo's Shed

SCHOOL FACILITIES



VISION STATEMENT

We at St. Mary's College of Tagum, Inc. (SMCTI) are witnesses to the loving compassion of Jesus, the Teacher. True to our Ignatian Marian identity, we open new horizons with hope grounded in solidarity and continually journey with our learning communities towards inner and social transformation for the common good.

MISSION STATEMENT

We commit ourselves to:

- grow deeper in discernment and interior freedom and be prophetic witnesses of faith, hope, and love in today's world;
- continuously form Ignatian Marian learners who witness to faith, excellence and service in varied socio-cultural settings;
- contribute towards the total development of the human person, through a Catholic orientation in accordance with the norms of the Church;
- constantly pursue innovative programs, approaches, educational and technological strategies to develop global citizens;
- build up resources and capabilities and create new paradigms to address social harmony towards a dignified life; and
- expand our educational thrust for the poor.

ENROLL NOW!

CONTACT DETAILS



smctagum.edu.ph



(084) 655-9027
(0966) 243 1506



smctiadmission@smctagum.edu.ph

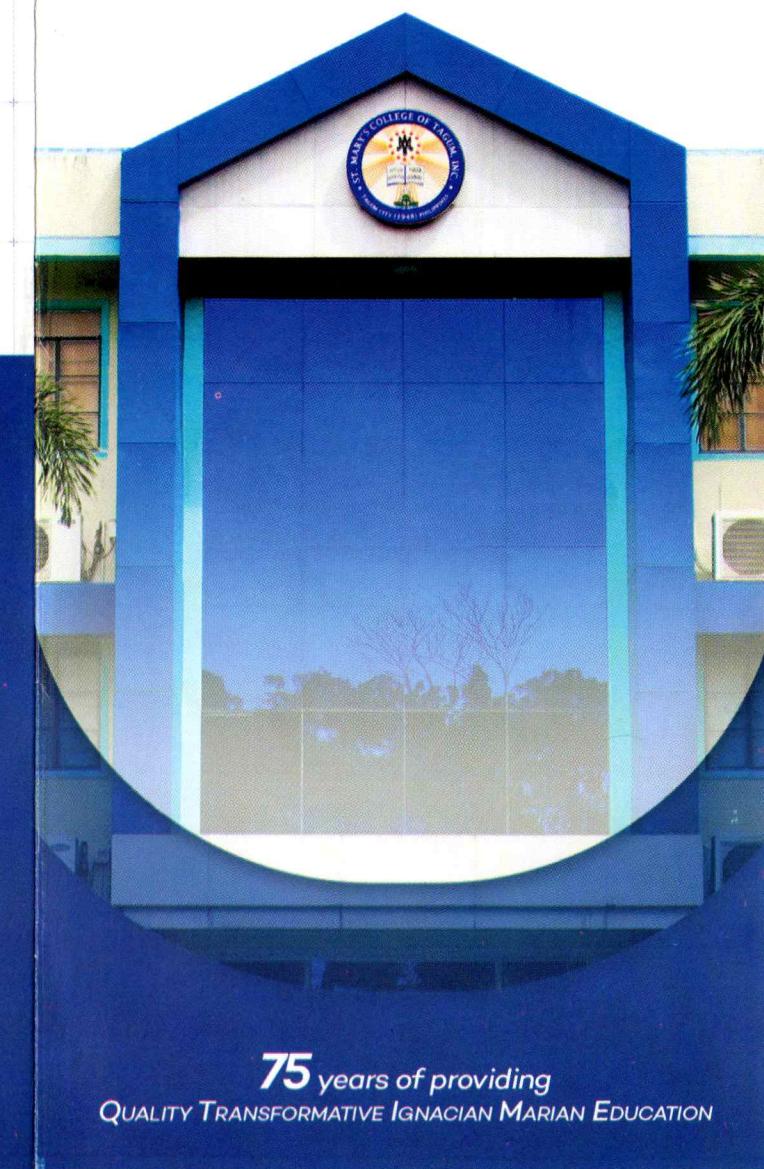


National Highway, Tagum City,
8100, Davao del Norte



ST. MARY'S COLLEGE OF TAGUM, INC.

Magugpo East, National Highway, Tagum City, Davao del Norte



75 years of providing

QUALITY TRANSFORMATIVE IGNATIAN MARIAN EDUCATION

ADMISSION REQUIREMENTS

TERTIARY EDUCATION PROGRAMS

INCOMING FIRST YEAR:

- Form 138 (Report Card)
- Certificate of Good Moral Character
- One (1) photocopy of PSA Birth Certificate
- One (1) photocopy of PSA Marriage Certificate (if married)
- Barangay Clearance (for male)
- Four (4) pcs. of 1x1 ID Picture
- Placement Examination result (for BSN, BSA, and BSCE)

TRANSFEREES:

- Certificate of Transfer Credential
- Informative copy of Transcript of Records
- Certificate of Good Moral Character
- One (1) photocopy of PSA Birth Certificate
- One (1) photocopy of PSA Marriage Certificate (if married)
- Barangay Clearance (for male)
- Four (4) pcs. of 1x1 ID Picture
- Placement Examination result (for BSN, BSA, and BSCE)

GRADUATE EDUCATION & JURIS DOCTOR PROGRAMS:

- Certificate of Transfer Credential
- Informative copy of Transcript of Records
- Certificate of Good Moral Character
- One (1) photocopy of PSA Birth Certificate
- One (1) photocopy of PSA Marriage Certificate (if married)
- Barangay Clearance (for male)
- Four (4) pcs. of 1x1 ID Picture
- Placement Examination result (for GEP only)

BASIC EDUCATION PROGRAM

KINDERGARTEN:

- At least 5 years old by August 31 of the current school year
- Authenticated Birth Certificate from PSA
- One (1) pc. of 1x1 recent ID Picture
- One (1) pc. long brown envelope

ELEMENTARY (GRADES 1-6):

- SF 9/Learner's Report Card
- Certificate of Good Moral Character
- Kindergarten Certificate of Completion
- Authenticated Birth Certificate from PSA
- Baptismal Certificate for Catholics
- One (1) pc. of 1x1 ID Picture
- One (1) pc. long brown envelope (for new students only)

EDUCATIONAL SERVICE CONTRACTING (ESC)

GRADE 7 REQUIREMENTS:

- Two (2) pcs. of 2x2 recent ID Picture
- One (1) photocopy of PSA Birth Certificate
- SF 9/ Grade 6 Report Card (photocopy)
- Latest Income Tax Return of the previous year or Certification of Unemployment of Parents/Legal Guardian

ADDITIONAL DOCUMENT FOR FOREIGN AND ABROAD STUDENTS:

- Two (2) pcs. of 2x2 ID Picture
- Copy of Passport/Visa/ I Card
- Copy of Letter of Acquisition (for Dual Citizenship)
- Apostille of School credentials (Report Card/F138/ SF9)
- Permanent Record/ SF137/ SF10 and Certification

GRADE 11:

- SF 9/Learner's Report Card
- Certificate of Good Moral Character
- Certificate of Junior High School Completion/Diploma (photocopy)
- Original and Photocopy PSA Birth Certificate
- Two (2) pcs. of 2x2 recent ID Picture
- ESC Certification or QVR Certificate (Learners from Private Schools only)
- One (1) pc. long brown envelope (for new students only)

BASIC EDUCATION DEPARTMENT

KINDERGARTEN GRADE SCHOOL PROGRAM

Grades 1 - 6

JUNIOR HIGH SCHOOL PROGRAM

Grades 7 - 10

SENIOR HIGH SCHOOL PROGRAM

Grades 11 - 12

ACADEMIC TRACKS OFFERED:

- Accountancy, Business, and Management (ABM)
- Humanities and Social Sciences (HUMSS)
- Science, Technology, Engineering, and Mathematics (STEM)

TECHNICAL & VOCATIONAL TRACKS OFFERED:

- Home Economics (TVL-HE)
- Information and Communication Technology (TVL-ICT)

RVM-TECHNICAL TRAINING PROGRAMS

- Automotive Servicing NCII
- Monitoring/Small Engine Servicing NCII
- Organic Agriculture NCII
- Food and Beverage NCII
- HRS - Housekeeping NCII
- Dressmaking NCII
- Bread and Pastry Production NCII
- Massage Therapy NCII
- Cosmetology/Beauty Care NCII
- Wellness Massage NCII



TERTIARY EDUCATION PROGRAMS

UNDERGRADUATE PROGRAMS

- Bachelor of Arts in Psychology
- Bachelor of Elementary Education
- Bachelor of Secondary Education
- Bachelor of Science in Accountancy
- Bachelor of Science in Business Administration
- Bachelor of Science in Computer Science
- Bachelor of Science in Civil Engineering
- Bachelor of Science in Criminology
- Bachelor of Science in Hospitality Management
- Bachelor of Science in Nursing
- Bachelor of Science in Tourism Management

GRADUATE EDUCATION PROGRAMS

- Master of Arts in Elementary Education
- Master of Arts in Education with specialization on:

- Educational Management
- Filipino
- Physical Education
- Guidance and Counseling
- English
- Mathematics
- Teaching Science

JURIS DOCTOR PROGRAM

(formerly Bachelor of Laws)



ACCREDITED AND MEMBER OF:

