





Republic of the Philippines

Department of Education

NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM ORD-2023-

TO : SCHOOLS DIVISION SUPERINTENDENTS

FROM : WILFREDOE. CABRAL, CESO III

Regional Director

SUBJECT : GUIDELINES ON THE SUPERVISION AND

IMPLEMENTATION OF THE DEPED CAREER GUIDANCE

PROGRAM FOR THE SCHOOL YEAR 2023-2024

DATE: September 19, 2023

- Pursuant to the attached Memorandum OUOPS No. 2023-03-8149 dated September 4, 2023 from the Office of Atty. Revsee A. Escobedo, Undersecretary for Operations and Dr. Gina O. Gonong, Undersecretary for Curriculum and Teaching, the Department of Education issues the Guidelines on the Supervision and Implementation of the DepEd Career Guidance Program (CGP) for the School Year 2023-2024, for information and compliance.
- For more information, kindly contact Bureau of Learners Support Services-Learners Formation Division at <u>blss.lfd@deped.gov.ph/</u> <u>bcd.od@deped.gov.ph</u> or at telephone numbers (02) 8637-9814 / (02) 8632-7746.
- 3. For compliance and immediate dissemination.



Misamis St., Bago Bantay, Quezon City
Emoil Address: ncr@deped.gov.ph
Website: http://www.depedncr.com.ph

Doc. Ref. Code	RO-ORD-F005	Rev	00	
Effectivity	01 26 23	Page	1 of 1	



Republic of the Philippines Department of Education OPERATIONS

OUOPS No. 2023-03- & 49

FOR

Undersecretaries

Assistant Secretaries

Bureau and Service Directors

Minister, Basic, Higher and Technical Education, BARMM

Regional Directors

Schools Division Superintendents

Public and Private Elementary and Secondary School Heads

All Others Concerned

FROM

Atty. REVSEE A. ESCOBEDO

Undersecretary for Operations

Dr. GINA O. GONONG

Undersecretary for Curriculum and Teaching

SUBJECT

Guidelines on the Supervision and Implementation of the

DepEd Career Guidance Program for School Year

2023-2024

DATE

September 4, 2023

In support to the MATATAG agenda of making the curriculum relevant to produce competent, job-ready, active, and responsible citizens, and taking good care of our learners by promoting learner well-being, inclusive education, and a positive learning environment, the Department of Education (DepEd), through the Office of Undersecretary for Operations and the Office of the Undersecretary for Curriculum and Teaching, issues the enclosed **Guidelines on the Supervision and Implementation of the DepEd Career Guidance Program for School Year (S.Y.) 2023-2024**, which set the overall management and implementation of appropriate support and programs for all types of learners in choosing their career paths after graduating from the K to 12 curriculum.

The enclosed guidelines shall assist the guidance counselors, career advocates, teachers, homeroom advisers, school principals, and other education stakeholders in promoting and strengthening the academic, social, emotional, and career development of the learners through its proactive, preventive, and developmental services.

YFD_RJFC/09052023



For more information, please contact the Bureau of Learner Support Services-Youth Formation Division, together with the Bureau of Curriculum Development, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City via email blss.lfd@deped.gov.ph/ bcd.od@deped.gov.ph or you may call the office landline at (02) 8637-9814/ (02) 8632-7746.

Immediate dissemination of and strict compliance with these guidelines is directed.



DEPED CAREER GUIDANCE PROGRAM

I. RATIONALE

- A. Republic Act (RA) No. 10533 known as the "Enhanced Basic Education Act of 2013" is premised on the responsibility of the State to create a functional basic education system that aims to develop productive and responsible citizens equipped with the essential competencies, skills, and values for tertiary education, middle-level skills development, employment, entrepreneurship, and lifelong learning.
- B. The Enhanced Basic Education program encompasses one (1) year of kindergarten education, six (6) years of elementary education, four (4) years of junior high school, and two (2) years of senior high school.
- C. A Grade 10 completer may choose from among the four Senior High School (SHS) tracks: Academic; Technical-Vocational-Livelihood (TVL); Sports; and Arts and Design.
- D. The Implementing Rules and Regulations (IRR) of the Enhanced Basic Education Act of 2013, Rule V states that the Department of Education (DepEd) is mandated to properly guide secondary-level learners in choosing career tracks that they intend to pursue through informed career choices towards becoming productive and contributing individuals through:
 - a) integration of career concepts in the curriculum and undertaking teaching in relevant learning areas;
 - b) conduct of career assessments;
 - c) conduct of regular career advocacy activities;
 - d) conduct of continuous professionalization and capacity building of guidance counselors, career advocates, and peer facilitators;
 - e) development or accreditation of training programs on career advocacy;
 - f) establishment of a career advocacy unit and provision of adequate office space in high schools; and
 - g) designation of guidance supervisors at the division level and career advocates at the school level.
- E. Further, Section 17 of the IRR of RA 10533 calls for the DepEd, in coordination with the DOLE, TESDA, CHED, PRC, NYC, industry associations, professional associations, and other relevant stakeholders, to pursue programs that expose learners to the world and value of work, and develop the capability of registered guidance counselors and career advocates to guide the learners and equip them with the necessary life skills and values.
- F. Relatedly, Section 18 of the IRR of RA 10533 defines "Career Advocacy Activities" as activities that will guide secondary-level learners in choosing the career tracks that they intend to pursue. Career advocacy activities involve the provision of career information and experiences, advising, coordinating, and making referrals, and may include, but are not limited to, career talks, career

and job fairs, parents' orientations, and seminar workshops on career decision-making.

- G. This is also the focus of RA 11206 known as the "Secondary School Career Guidance and Counseling Act." Specifically, it calls for the creation of a National Secondary School Career Guidance and Counseling Program (CGCP) in all secondary schools, and such is to be headed by the school administrator who shall be assisted by a registered guidance counselor or career advocate.
- H. In view of the above, these guidelines aim to establish procedures that will guide all stakeholders in planning, implementing, monitoring, and evaluation of the Career Guidance Program.

II. SCOPE

This Career Guidance Program shall be applicable in all public and private elementary and secondary schools starting from S.Y. 2023-2024. These guidelines provide for the establishment of:

- a) a career guidance program that is national in scope and anchored on legal and theoretical bases that articulate the goals, objectives, services, and procedure of the implementation,
- b) a structure that identifies focal units, defines authority, responsibility, and accountability in the implementation of the program; and
- c) a basis for monitoring and evaluation of the program implementation.

III. DEFINITION OF TERMS

- A. **Career Advocacy** implemented by the DepEd under Career Guidance as intermediation services for the learners to provide them relevant information that could guide them in making informed career choices.
- B. **Career Advocates** permanent teaching personnel who underwent training, passed the assessment and certification processes, and are tasked to implement the Career Guidance Program.
- C. **Career Assessment** pertains to the evaluation of the learner's strengths and interests through the use of test and non-test measures.
- D. **Career Consultation** is a process of assisting learners by providing relevant information about different curriculum exits, courses, specializations, opportunities, and other data that can guide them in selecting their career path.
- E. **Career Counseling** is a process of assisting learners in their career development with a focus on planning, organizing, and decision-making on their life and career goals.

- F. **Career Development** is a lifetime process of self-development that starts from childhood and continues through old age. Learners who go through a career guidance program will undergo career development as they move from the next grade level.
- G. **Career Guidance Program** is designed to help learners explore their choices and make responsible decisions relevant to their career pathing. These include planning for their track and strand for Senior High School, choosing their curriculum exits (Higher Education, Employment, Entrepreneurship, and Middle-Level Skills Development), and planning for their future.
- H. **Career Guidance Portfolio** is a collection of the learner's output (in hard or digital copy) showing the learner's progress in career development domain competencies. This may include a summary of the assessment taken, a journal, activity sheets, and other relevant output.
- I. **Curriculum Exits** strategically designed to provide learners with valuable insights, resources, and advice about potential career paths, skill development, higher education options, and other relevant aspects of their professional journey, future careers, and vocational choices.
- J. **Division Youth Formation Coordinators** personnel who are Project Development Officers I or designated by the Schools Division Superintendent (SDS) to handle and implement the youth formation-related programs, projects, and activities (PPAs) at the division level.
- K. **Guidance Counselor** licensed or registered professional who provides support and assistance to individuals, typically within an educational setting, to help them with their personal, social, academic, and career-related matters.
- L. **Guidance Designate -** refers to teaching personnel who are officially designated by the School Head to perform duties related to the implementation of guidance services excluding counseling.
- M. **Regional Youth Formation Coordinators** personnel designated by the Regional Director to handle and implement the youth formation-related programs, projects, and activities (PPAs) at the regional level.

IV. POLICY STATEMENT

These guidelines are issued to ensure the proper implementation of the Career Guidance Program. This aims to:

- a) institutionalize a policy on Career Guidance which will serve as a guide for the planning, implementation, monitoring, and evaluation of the program;
- b) effectively guide individuals in making informed decisions about their career paths, thereby fostering better career prospects and personal development; and

c) ensure consistent comprehension of the guidelines and procedures outlined in the policy.

V. IMPLEMENTATION OF CAREER GUIDANCE PROGRAM

The Department of Education, with its strong commitment to deliver quality education, presents the following specific components of the Career Guidance Program.

A. Career Guidance Advocacy

1. The school shall conduct orientation to the learners with the following recommended topics:

Grade Level	Orientation Topics
6	 Achievement Test and Entrance Examinations Early Registration and Filling-out of forms Preparation for High School
	 Scholarships School Mapping / Prospective School for Junior High School
7	 Placement School Rules and Regulations School Services Clubs and Organizations
8	School PersonnelSkills DevelopmentDecision-making
0	Problem-solvingPersonal and Career Interests
9	 National Career Assessment Examination (NCAE) Career Talk: Exploration Skills Development Decision-making Problem-solving Personal and Career Interests
10	 Results and Interpretation of the NCAE Senior High School Tracks and Strands Early Registration Mapping of Schools offering Senior High School Scholarships Career Talk: Planning / Pathing Labor Market Information Moving Up Planning
11	 Familiarization with the SHS system SHS Curriculum Exits Goal-Setting and Clarification of Values Resume-Writing and Mock Interview

	Hard and Soft Skills Enhancement
12	 Considerations and Tips in Deciding a Curriculum Exit Career Assessment Tools Orientation on Work Immersion and Portfolio
	 Entrepreneurship Scholarships Career Talk: Transitioning Graduation Planning

- 2. The school shall also facilitate the conduct of the following mandated Programs, Projects, and Activities (PPAs) indicated in **Enclosure 1**.
- B. **Career Assessment.** The school, through the Registered Guidance Counselor (RGC) or career advocates, shall facilitate the administration of the National Career Assessment Examination (NCAE) or other career assessment tools to Grade 9 learners.
- C. **Career Consultation** aims to assist learners by equipping them with significant information related to career development. It shall be conducted by an RGC or career advocate using the below procedure:
 - 1. The school through the RGC or career advocate shall conduct orientation to the learners that the school offers career consultation services. The orientation shall include the procedure, schedule, venue, scope, and limitation of the service.
 - 2. During the actual career consultation, each session shall last a minimum of 30 minutes and a maximum of 60 minutes. The RGC or career advocate shall:
 - 2.1. Make an introduction and build rapport with the learner;
 - 2.2. Ask about the learner's career concerns:
 - 2.3. Explore the different aspects of the learner's concern;
 - 2.4. Offer possible options for the learner (e.g., scholarships, courses/degree programs, local employment information, organization, training, referrals/linkages)
 - 2.5. Offer possible sources of information (pamphlets, magazines, brochures, or online resources/ articles); and
 - 2.6. Assist in the creation of action plans/ outputs.
 - 3. After the consultation, the RGC or advocate shall have proper documentation and safekeeping of documents of all facilitated career consultations.
 - 4. Concerns beyond information on career guidance shall be handled by a registered guidance counselor or shall be referred to other professionals.
- D. **Career Counseling.** The school through the RGC shall conduct career counseling, which is a structured process designed to assist individuals in making informed and well-aligned decisions about their education, training, and career paths following the existing ethical and legal provisions for its practice.

- E. Career Guidance Portfolio. All career guidance outputs shall be compiled in the Career Guidance Portfolio which must contain the accomplished activity sheets, a copy of academic grades, assessment results, and activity outputs relevant to career guidance. Learners may create a physical (hardcopy) portfolio, using durable materials that can withstand common elements (e.g., long folder, fastener, plastic envelope, clear book, or other materials available at home) or an electronic (softcopy) portfolio or e-portfolio. This portfolio will be utilized until they finish Senior High School.
- F. **Curriculum Exits Tracking Survey.** All schools shall ensure to disseminate the curriculum exits tracking survey to all graduating students at least two (2) weeks before the graduation ceremony using the prescribed template provided in **Enclosure 2**.
- G. Career Guidance Learning Materials. The school may use the following available materials for CGP:

Grade Level	Career Guidance Material	File Location
Kindergarten to Grade 10	Career guidance competencies are included in the Homeroom Guidance self-learning modules.	DepEd Learning Resource Portal
	Supplementary Material: Learner's Portfolio Development Video developed by DepEd and UNILAB Foundation	DepEd Learning Resource Portal
Grade 10	Supplementary Materials: 1. Multiple Career Development Pathways (MCDP) Toolkit from SEAMEO Innotech	DepEd Learning Resource Portal
Grade 11-12	Career guidance learning materials will be adapted from the existing Career Guidance Teacher's Manual for Senior High School.	DepEd Learning Resource Portal
	Career guidance competencies are included in the Homeroom Guidance self-learning modules.	DepEd Learning Resource Portal
	SHS Tracks and Strands Video developed by DepEd-BCD and SEAMEO Innotech	DepEd Learning Resource Portal

VI. PROGRAM IMPLEMENTERS

A. School

1. The **School Head** shall:

- a. serve as the lead implementer of the CGP in the school within their jurisdiction;
- b. designate two (2) Career Advocates, one (1) male and one (1) female, from the pool of career advocates that passed the assessment and certification, with the following qualifications:
 - b.1. permanent teaching personnel;
 - b.2. must be flexible;
 - b.3. have good interpersonal skills;
 - b.4. have good oral and communication skills; and
 - b.5. have basic knowledge in career guidance, facilitation, coordination, program development, and evaluation.
- c. designate a dedicated career guidance center/ room (pursuant to RA 11206);
- d. coordinate with the Division Youth Formation Coordinators, and
- e. submit a complete quarterly report on the status of Career Guidance implementation to the Division Youth Formation Coordinator (Enclosure 3).

2. The Registered Guidance Counselor or Guidance Designate shall:

- a. serve as co-lead in the implementation of the CGP;
- b. provide other guidance services necessary for the implementation of the program;
- c. facilitate the conduct of CGP activities; and
- d. provide technical assistance in the conduct of activities related to CGP.

3. The Career Advocate shall:

- a. assist the Registered Guidance Counselor or guidance designate in the implementation of Career Guidance Program activities in the school;
- b. refer learners who need other guidance services to the respective Division Registered Guidance Counselor; and
- c. coordinate with other stakeholders involved in conducting Career Guidance Program activities.

B. Schools Division Office

1. The Division Youth Formation Coordinator (DYFC) of the School Governance and Operation Division (SGOD) shall:

- a. spearhead the implementation of CGP at the Division level, including the conduct of training, assessment, and certification of teachers as designated career advocates:
- b. endorse to the Regional Office the list of designated career advocates;
- c. provide technical assistance to respective schools in the delivery of CGP;

- d. provide career guidance learning materials and supplementary materials for the schools in coordination with Curriculum and Instruction Division (CID);
- e. establish linkages with other government offices, NGOs, and groups relative to the conduct of career guidance activities;
- f. support, monitor, and evaluate the conduct of career guidance activities; and
- g. submit the consolidated schools' Career Guidance Program Monitoring and Evaluation Report to the Regional Office (Enclosure 3).

2. The Edukasyon sa Pagpapakatao (EsP) Supervisor of the Curriculum Implementation Division (CID) shall:

- a. lead the contextualization and development of the career guidance program learning materials;
- b. provide technical assistance to respective schools in the delivery of CGP;
- c. assist in the conduct of training, assessment, and certification of teachers; and
- d. support, monitor, and evaluate the conduct of career guidance activities.

C. Regional Office

1. The Regional Youth Formation Coordinator (RYFC) of the Education Education Support Service Division (ESSD) shall:

- a. lead the implementation of the career guidance program at the Regional level;
- b. assist the SDOs in conducting training, assessment, and certification of teachers:
- c. provide technical assistance to SDOs in the delivery of CGP;
- d. ensure that the CGP is properly implemented in the region;
- e. establish linkages with other government offices, NGOs and groups relative to the conduct of career guidance activities; and
- f. submit the consolidated schools' Career Guidance Program Monitoring and Evaluation Report to the Central Office (Enclosure 3).

2. The Edukasyon sa Pagpapakatao (EsP) Supervisor of the Curricu lum and Learning Management Division (CLMD) shall:

- a. lead the contextualization and development of the career guidance program learning materials;
- b. provide technical assistance to respective SDOs in terms of the implementation of CGP;
- c. assist in the conduct of training, assessment, and certification of teachers; and
- d. support, monitor, and evaluate the conduct of career guidance activities.

D. Central Office

1. The Bureau of Learner Support Services (BLSS), through the Youth Formation Division (YFD), shall:

- a. lead the development of plans, policies, and strategic direction of the CGP;
- b. ensure proper implementation of the CGP through monitoring and evaluation mechanisms;
- c. convene and lead the Career Guidance National Technical Working group activities;
- d. assist in the training, assessment, and certification of Career Advocates; and
- e. consolidate the regional Career Guidance Program Implementation Report.

2. The Bureau of Curriculum Development (BCD) shall:

- a. ensure that Career Guidance concepts are integrated into the basic education curriculum;
- b. lead the development of career guidance learning materials; and
- c. provide technical assistance in the content of the training, assessment, and certification of Career Guidance Advocates.

3. The National Educators' Academy of the Philippines (NEAP) shall:

- a. lead in the design, development, and delivery of training, assessment, learning materials, and certification of Career Advocates; and
- b. ensure that all Career Guidance Training Modules are quality-assured and certified.

VII. BUDGET ALLOCATION

All expenses incurred relative to the implementation of the Career Guidance Program shall be charged against Local Funds and/or Program Support Funds (PSF) downloaded by the Central Office.

VIII. MONITORING AND EVALUATION

The Bureau of Learner Support Services-Youth Formation Division, together with the Bureau of Curriculum Development shall monitor and evaluate compliance to the provisions of these guidelines. For questions, clarifications, and recommendations you may email blss.lfd@deped.gov.ph/ bcd.od@deped.gov.ph or you may call the office landline at (02) 8637-9814/ (02) 8632-7746.

IX. REFERENCES

Department Order 43, s. 2013. Implementing Rules and Regulations (IRR) of Republic Act No. 10533 Otherwise Known as the Enhanced Basic Education Act of 2013.

Peñano-Ho, Leticia, Life Career Development Program and Career Counseling Manual.1989

- Republic Act No. 9258 An Act Professionalizing the Practice of Guidance and Counseling and Creating for this Purpose a Professional Regulatory Board of Guidance and Counseling, Appropriating Funds Therefor and for Other Purposes.
- Republic Act No. 10533 An Act Enhancing the Philippine Basic Education System by Strengthening Its Curriculum and Increasing the Number of Years for Basic Education, Appropriating Funds Therefor and For Other Purposes.
- Republic Act No. 11206 An Act Establishing a Career Guidance and Counseling Program for All Secondary Schools and Appropriating Funds Therefor.

Enclosure 1: CGP Programs, Projects, and Activities (PPAs)

a. **Mandated PPAs** refers to the programs, projects and activities that shall be organized and conducted at the school level.

Grade Level	Quarter (SY)	Mandated PPAs	
Grade 9	1st	 Participation in the National Kick-off of Career Guidance Career Guidance Activities (e.g. Career Talk: Exploration, Personal and Career Interest, etc.) Administration of National Career Assessment Examination (NCAE) Orientation for Career Consultation and Counselling 	
	2nd	 Conduct of Training for Learners (e,g, Skills Development, Decision-making, Problem-Solving, etc.) Career Guidance Activities (e.g. Career Talk: Exploration, Personal and Career Interest, etc.) Actual Career Consultation and Counselling 	
	3rd	Actual Career Consultation and Counselling	
	4th	 Career Guidance Activities (e.g. Career Talk: Exploration, Personal and Career Interest, etc.) Actual Career Consultation and Counselling 	
Grade 10	1st	 Participation in the National Kick-off of Career Guidance (September 25, 2023) Career Guidance Activities (e.g. Career Talk: Planning/Pathing, Business/ Entrepreneurship Expos, College and middle-level skills fairs, etc.) Issuance of NCAE Results and Interpretation Orientation for Career Consultation and Counselling 	
	2nd	Career Guidance Activities (e.g. Career Talk: Planning/Pathing, Business/ Entrepreneurship Expos, College and middle-level skills fairs, etc.)	

	3rd	 Conduct of Training for Learners (e.g. Goal Setting, Networking Skills, Selfassessment, etc.) Actual Career Consultation and Counselling Actual Career Consultation and Counselling
	4th	 Career Guidance Activities (e.g. Senior High School Tracks and Strands, Schools with Senior High School Programs, Labor Market Information, Scholarships, etc.) Actual Career Consultation and Counselling
Grade 11	1st	 Participation in the National Kick-off of Career Guidance Orientation regarding Senior High School system and Senior High School Curriculum Exits Orientation for Career Consultation and Counselling
	2nd	 Career Guidance Activities (e.g. College and Mid-level skills fairs, business and entrepreneurship expos, etc.) Conduct Training for Learners (e.g. Resume Writing, Interviews, Hard and Soft Skills Enhancement, etc.) Actual Career Consultation and Counselling
	3rd	Actual Career Consultation and Counselling
	4th	 Conduct Training for Learners (e.g. Goal Setting, Clarification of Values, etc.) Career Guidance Activities (e.g. College and Mid-level skills fairs, business and entrepreneurship expos) Actual Career Consultation and Counselling
Grade 12	1st	 Participation in the National Kick-off of Career Guidance Career Guidance Activities (e.g. Considerations and Tips in Deciding a Curriculum Exit, College and Mid-level Skills fairs, business and entrepreneurship expos, etc.) Administration of Career Assessment Tools Orientation on Work Immersion and Portfolio Orientation for Career Consultation and Counselling

2nd	 Career Guidance Activities (e.g. Career Talk: Transitioning, Career Fair, College Fair, etc.) Actual Career Consultation and Counselling
3rd	Actual Career Consultation and Counselling
4th	 Administration of Curriculum Exit Tracking Questionnaire for Grade 12 Graduates Actual Career Consultation and Counselling

ENCLOSURE 2: Curriculum Exit Tracking Survey

Your answer to this survey will be treated with utmost confidentiality following the RA 10173 or the Data Privacy Act of 2012.

Direction: Accomplish and provide necessary de	tails.
Learner's Reference Number (LRN): Learner's Name:	
1. Who assisted or helped you with your curricu	ulum exit decision?
Guidance Counselor	Subject Teacher
Guidance Designate	Parent / Guardian / Relative
Career Advocate	None
Class Adviser / Homeroom Adviser	Other:
2. Who assisted or helped you with your curricu	ulum exit decision?
Guidance and Counseling Service (e.g Co	ounseling, Consultation)
Career Guidance Program	None
Homeroom Guidance	Other:
What is your Senior High School Track?	
Academic Track	Arts and Design Track
Sports Track	Technology and Vocational Livelihood Track
3.a For Academic Track, what is your chosen St	rand?
Accounting, Business and Management (ABM)	Science, Technology, Engineering & Mathematics (STEM)
Humanities and Social Science (HumSS)	General Academic Strand (GAS)

3.b For Technology and Vocational Livelihood Tra	ack
Agri-Fishery Arts	Home Economics
Information and Communication Technology (ICT)	Industrial Arts
3.b.1 For Agri-Fishery Arts	
Agricultural Crops Production (NC I)	Animal Health Care Management (NC III)
Agricultural Crops Production (NC II)	Animal Production (Poultry-Chicken) (NC II)
Agricultural Crops Production (NC III)	Animal Production (Ruminants) (NC II)
Animal Production (Swine) (NC II)	Artificial Insemination (Swine) (NC II)
Aquaculture (NC II)	Fish Capture (NC II)
Artificial Insemination (Ruminants) (NC III)	Fishing Gear Repair and Maintenance (NC III)
Fish-Production Packaging (NC II)	Pest Management (NC II)
Fish Wharf Operation (NC I)	Rice Machinery Operation (NC II)
Food Processing (NC II)	Rubber Processing (NC II)
Horticulture (NC III)	Rubber Production (NC II)
Landscape Installation & Maintenance (NC II)	Slaughtering Operations (NC II)
Organic Agriculture (NC II)	Others:
3.b.2 For Home Economics	
Attraction and Theme Parks (NC II)	Cookery (NC II)
Barbering (NC II)	Dressmaking (NC II)
Bartending (NC II)	Events Management Services (NC III)
Bread and Pastry Production (NC II)	Fashion Design (Apparel) (NC III)
Caregiving (NC II)	Food and Beverage Services (NC II)
Commercial Cooking (NC III)	Front Office Services (NC II)
Hairdressing (NC III)	Tailoring (NC II)
Handicraft (Fashion Accessories, Paper Craft (Non-NC II)	Tourism Promotion Services (NC II)
Handcraft (Needlecraft) (Non-NC)	Travel Services (NC II)
Handicraft (Woodcraft, Leathercraft (Non-NC)	Wellness Massage (NC II)
Housekeeping (NC II)	Others:
Local Guiding Services (NC II)	<u> </u>

3.b.3 For Infori	nation and Communication	recnn	ology (ICT)
Animation (NC	C II)		Contact Center Services (NC II)
Broadband Insta	Illation (Fixed Wireless Systems) (NC II)		Illustration (NC II)
Computer Progr	amming (.net Technology) (NC III)		Medical Transcription (NC II)
Computer Pro	ogramming (Java) (NC III)		Technical Drafting (NC II)
Computer Progr	amming (Oracle Database) (NC III)		Telecom OSP and Subscriber Line Installation (Copper Cable/POTS and DSL) (NC II)
Computer Sys	tem Servicing (NC II)		Telecom OSP Installation (Fiber Optic Cable) (NC II)
			Others:
3.b.4 For Indus	strial Arts		
	ervicing (NC I)		Driving (NC II)
Automotive Se	ervicing (NC II)		Electrical Installation and Maintenance (NC II)
Carpentry (NC	C II)		Electric Power Distribution Line Construction (NC II)
Carpentry (NO	C III)		Electronic Products Assembly and Servicing (NC II)
Construction I	Painting (NC II)		Furniture Making (Finishing) (NC II)
Domestic Refrig	reration and Air-Conditioning (DOMRAC)		Instrumentation and Control Servicing (NC II)
	Arc Welding (GTAW) (NC II)		Gas Metal Arc Welding (GMAW) (NC II)
Machining (No	C I)		Shield Metal Arc Welding (SMAW) (NC I)
Machining (NO	C II)		Shield Metal Arc Welding (NC II)
Masonry (NC	II)		Tile Setting (NC II)
Mechatronics	Servicing (NC II)		Transition Line Installation and Maintenance (NC II)
Motorcycle/Sr	nall Engine Servicing (NC II)		Refrigeration and Air-Conditioning (Packaged Air-Conditioning Unit [PACU]/ Commercial Refrigeration
Plumbing (NC	I)		Equipment [CRE]) Servicing (NC III)
Plumbing (NC	II)		
4. Curriculum Exits			
College Educati	on		Middle-Level Skills Development
Employment			None in any of the curriculum exits
Entrepreneursh	ip / Business		

4.a For College Education, reasons for (Check all that apply)	choosing college as your curriculum exit
Personal choice	Status or prestige of being a college graduate
Influence of parents or relatives	Opportunity for employment abroad
Peer influence	No particular choice or no better idea
Prospect for employment in the future	Others:
Name of Preferred School (Do not abbrev	iate) College Course
4.b For Employment, reasons for choos (Check all that apply)	sing employment as your curriculum exit
Personal choice	No available college or university in our place
Influence of parents or relatives	Was not accepted in my preferred college course
Peer influence	Lack of interest to pursue college or other training
Inspired by role model	No particular choice or no better idea
Financial constraints	Attractive work and compensation
	Others:
What is your preferred work?Name of company or institution you like to Nature of Company or Institution:	work for:
Education	Medical
Law	Security
Business	Pharmacy
Engineering	Hotel & Restaurant
Architecture	Arts
Media	Navigation
Social Services	Manufacturing

Agriculture	Mining
Electronics	Technology
Fisheries	Finance / Banking
Fabric / Clothing	Call center
	Others:
4.5.5.4.	
4.c For Entrepreneurship/Business, reaso entrepreneurship/business as your curric	_
Personal choice	No available college or university in our place
Influence of parents or relatives	Was not accepted in my preferred college course
Peer influence	Lack of interest to pursue college or other training
Inspired by role model	No particular choice or no better idea
Financial constraints	Attractive work and compensation
_	Others:
Do you have an existing business/plan to have	ve a business? Yes No
If yes, what product/service do you offer in you	our business?
Date and year of start doing business?	
4.d For Middle-Level Skills Development,	_
development as your curriculum exit. (Che	eck all that apply)
Personal choice	No available college or university in our place
Influence of parents or relatives	Was not accepted in my preferred college course
Peer influence	Lack of interest to pursue college or other training
Inspired by role model	No particular choice or no better idea
Financial constraints	Others:
What training program will you take?	
Name of preferred training institution?	

	(Check all that apply)	reas	on for	not naving curriculum exit
	Personal choice			No available college or university in our place
	Influence of parents or relatives			Was not accepted in my preferred college course
	Peer influence			Lack of interest to pursue college or other training
	Inspired by role model			No particular choice or no better idea
	Financial constraints			Personal reason
	Health condition			Migration to another place
	No available college/universities in our place			Other:
	What 21 st Century Skills learned in baseck all that apply)	sic e	ducatio	on did you find useful?
	Creativity and curiosity		Cri	tical thinking, problem solving, & risk-taking
	Visual and information literacies		Ada	aptability, managing complexity and self-direction
	Media literacy		Hig	her-order thinking and sound reasoning
	Interactive communication		Ba	sic, scientific, economic, & technological literacies
	Flexibility and adaptability		Mu	Iticultural literacy and global awareness
	Initiative and self-direction		Tea	aming, collaboration and interpersonal skills
	Social and cross-cultural skills		Pe	rsonal, social, and civic responsibility
	Productivity and accountability		Lea	adership and responsibility
6. <i>\</i>	What values learned in basic educatio	n dic	d you f	ind useful? (Check all that apply)
	Respectfulness		Resou	rcefulness
	Perseverance		Resilie	ence
	Industriousness		Thrift	
	Prayerfulness		Optim	ism
	Compassion		Helpfu	ılness
	Courage		Persis	tence

Care for the environment	Creativity
Responsibility	Honesty
Trustworthiness	Friendliness
Loyalty	Dependability
Patriotism	Understanding
Generosity	Kindness
Cooperative	Integrity
Gratitude	Patience
Accountability	Fairness
Accountability Charity	Fairness Commitment
Charity	Commitment
Charity Dedication	Commitment Determination
Charity Dedication Enthusiasm	Commitment Determination Fortitude

Note: The school may devise/ create an online curriculum exit tracking or you may access or download the editable file through the provided link: https://tinyurl.com/CGPEnclosure2

Enclosure 3: Career Guidance Implementation Report

A. School Career Guidance Implementation Report

Arts and Design Sports

Schoo	l ID/ Name	e:				Nam	e of Sc	hool He	ad:		
Divisio	on:					Regi	on:				
4	e. do. o				•						
1.	Facilitatio	on of Career (Activity/ies	<u>suidan</u>	ice Activit		Date o	on (Target Grade Level	Targe Number Attende	r of Actual I	Number endees
		necessary ar		ach mean	s of ve	rificati	on: pho	otos, vid	eos, prog	ram matrix, a	nd
2.	Do you ha	ave a Registe	red Gu	uidance Co	ounsel	or?	Ye	es 🗍	No		
3.	-	ave a Guidan				Yes Γ	_				
4.	•	ave a Career		_			No				
5.	-						_	ling rela	ted to car	eer concerns	
٦.	Number	Grade Level			ale	1	nale	Tota		eer concerns	
	Grade 7	Grade Level			u.c	1.0.	iaic	1000	-		
	Grade 8										
	Grade 9										
	Grade 1	0									
	Grade 1	1									
	Grade 1	2									
	Total										
6.	Number	of Senior High	n Scho	ol gradua	tes.						
		raduates			ale			Femal	e	Tota	
	SHS Lea	ners				_					
				C	urricul	um Ex	it Tracl	king			
7.	Curriculu	m Exit Summ	ary (N	umber of	Learn	ers)					
						Curri	culum	Exit			
	Track	College Education	Empl	loyment		eprene Busin	urship ess	S	le-Level skill opment	None of the Curriculum Exit	Total
	ACAD							1			

TVL			
Total			

8. Who assisted the learners with their curriculum exit? (Number of times being chosen)

Guidance Counselor	Guidance Designate	Career Advocate	Class Adviser	Subject Teacher	Parent / Guardian / Relative	None

9. What assisted learners with their Curriculum Exit? (Number of times being chosen)

Guidance and Counseling Service	Career Guidance Program	Homeroom Guidance	Labor Market Information	None

10. What is/are the reason/s for choosing your curriculum exit? (Number of times being chosen)

A. College Education

A. Conege	Laacacion					
Personal Choice	Influence of parents/ relatives	Peer influence	Prospect for future employment	Status/prestige of being a college graduate	Opportunity for employment	No particular choice / no better idea

B. Employment

Personal Choice	Attractive Work and Compensation	Influence of parents/relatives	Peer influence	Inspired by role model	Financial constraints	No available college/university in our place	Was not accepted into my preferred college course	Lack of interest in pursuing college or other training	No particular choice or better idea
_									

C. Entre	preneurs	hip / Busi	ness							ω	
Personal Choice	Attractive opportunity to earn	Influence of parents/relatives	Peer influence	Inspired by role model	Financial constraints	No available	college/university in our place	Was not accepted into my preferred college course		Lack of interest in pursuing college or other training	No particular choice or better idea
D. Midd	le-Level S	kill Devel	opment								
Personal Choice	Influence of parents/relatives	Peer influence	Inspired by role model		Financial constraints	No available college/university in our	place	Was not accepted into my preferred college course	lack of interest in pursuing	college or other training	No particular choice or better idea
E. No Pr	eferred C	urriculum	Exit	1	ı		ı			Т	T
	SS		resources	di Vi		ed into my ge course	in pursuing	training noice or		c	other place

Personal Choice
Influence of parents/relatives
Peer influence
Lack of financial resources
Personal reason
No available college/university in our place
Was not accepted into my preferred college course
Lack of interest in pursuing college or other training
No particular choice or better idea
Health condition
Migration to another place

Prepared by:	Approved by:	
Name and Signature	Name and Signature	
RGC / Guidance Designate / Career Advocate	School Head	

Note: You may access and download the editable file through the provided link: https://tinyurl.com/CGPEnclosure3v2

B. Division Consolidated Career Guidance Implementation Report

	:						Division:					
Total n	o. of schoo	ls with se	condary l	earners								
1.	Number o	f schools	with Reg	istered Gu	ıidan	ce Counselor.						
			_			e						
4.	Number o	f learners	consulte	ed and cou	insele	ed related to	career concer	ns				
								•				
		Grade Le	vel	Ma	ale	Female	Total					
	Grade 7											
	Grade 8											
	Grade 9											
	Grade 10											
	Grade 11											
	Grade 12	<u> </u>										
	Total											
5.	Total Num	nber of Se	nior High	School gr	adua	tes.						
	Gr	aduates		Ma	ale		Female		Tot	al		
	SHS Lear	ners										
6.	Curriculur	n Exit Sur	nmary		Curriculum Exit							
	Track	College	Emn		Entrepreneurship / Business		Middle-Level Skill Development					
		Education	on Ellip	loyment			Skill	el nt Curi	the riculum	Total		
	ACAD	Education	on Link	loyment			Skill	el nt Curi	the	Total		
	ACAD Arts	Education	on Emp	loyment			Skill	el nt Curi	the riculum	Total		
	-	Education	on Emp	loyment			Skill	el nt Curi	the riculum	Total		
	Arts	Education	on Emp	loyment			Skill	el nt Curi	the riculum	Total		
	Arts and	Education	on Linp	loyment			Skill	el nt Curi	the riculum	Total		
	Arts and Design	Education	on Link	loyment			Skill	el nt Curi	the riculum	Total		
	Arts and Design Sports	Education	on Emp	loyment			Skill	el nt Curi	the riculum	Total		
7.	Arts and Design Sports TVL Total		on ·				Skill	el nt Curi	the riculum	Total		
7.	Arts and Design Sports TVL Total	ted the le	earners w	ith their co	urricu	Jlum exit?	Skill Developme	el Curi	the riculum Exit			
7.	Arts and Design Sports TVL Total Who assis	ted the le	earners w	ith their co	urricu	Julum exit?	Skill Developme	el Curi nt Parer Guardi	the riculum Exit	Total		
7.	Arts and Design Sports TVL Total	ted the le	earners w	ith their co	urricu	Jlum exit?	Skill Developme	el Curi	the riculum Exit			
7.	Arts and Design Sports TVL Total Who assis	ted the le	earners w	ith their co	urricu	Julum exit?	Skill Developme	el Curi nt Parer Guardi	the riculum Exit			
7.	Arts and Design Sports TVL Total Who assis Guidan Counsel	ted the le	earners w idance signate	ith their co Caree Advoca	urricu r te	Julum exit?	Skill Developme	el Curi nt Parer Guardi	the riculum Exit			
	Arts and Design Sports TVL Total Who assis Guidan Counsel	ted the le	earners w	ith their co Caree Advoca	urricu r te	ulum exit? Class Adviser	Skill Developme	Parer Guardi Relat	the riculum Exit	None		
	Arts and Design Sports TVL Total Who assis Guidan Counsel What assi Guidan Counsel	ted the le	earners we signate	ith their continued to the continue of the con	urricu r te	ulum exit? Class Adviser	Skill Developme Subject Teacher	Parer Guardi Relat	the riculum Exit			
	Arts and Design Sports TVL Total Who assis Guidan Counsel What assi Guidan Counsel	ted the le	earners we signate	ith their control Caree Advoca	urricu r te	ulum exit? Class Adviser culum Exit?	Skill Developme Subject Teacher	Parer Guardi Relat	the riculum Exit	None		

9. What are the reasons for choosing your curriculum exit? (Number of times being chosen)

F. College Education

Personal Choice	Influence of parents/ relatives	Peer influence	Prospect for future employment	Status/prestige of being a college graduate	Opportunity for employment	No particular choice / no better idea

G. Employment

<u>u.</u>	Lilipi	oyment								
	Personal Choice	Attractive Work and Compensation	Influence of parents/relatives	Peer influence	Inspired by role model	Financial constraints	No available college/university in our place	Was not accepted into my preferred college course	Lack of interest in pursuing college or other training	No particular choice or better idea

H. Entrepreneurship / Business

Personal Choice
Attractive opportunity to earn
Influence of parents/relatives
Peer influence
Inspired by role model
Financial constraints
No available college/university in our place
Was not accepted into my preferred college course
Lack of interest in pursuing college or other training
No particular choice or better idea

ı	. Middle	e-Level Skil	l Developn	nent					
	Personal Choice	Influence of parents/relatives	Peer influence	Inspired by role model	Financial constraints	No available college/university in our place	Was not accepted into my preferred college course	Lack of interest in pursuing college or other training	No particular choice or better idea

J. No Preferred Curriculum Exit

Personal Choice
Influence of parents/relatives
Peer influence
Lack of financial resources
Personal reason
No available college/university in our place
Was not accepted into my preferred college course
Lack of interest in pursuing college or other training
No particular choice or better idea
Health condition
Migration to another place

Prepared by:	Approved by:
Name and Signature	Name and Signature
Division Youth Formation Coordinator	Schools Division Superintendent

Note: You may access and download the editable file through the provided link: https://tinyurl.com/CGPEnclosure3v2

C. Regional Consolidated Career Guidance Implementation Report

1.	Number o	of sch	ools w	ith Reg	istered G	uidan	ce Couns	elor					
	Number o												
4.	Number o	of lea	rners o	consulte	ed and cou	unsele	ed related	d to ca	reer concer	ns			
		Grad	de Leve	el	М	ale	Fema	ale	Total				
	Grade 7												
	Grade 8												
	Grade 9												
	Grade 1												
	Grade 1												
	Grade 1	2											
	Total]			
5.	Total Nun	nber	of Sen	ior High	School g	radua	ites.						
		radu				ale			Female		1	Total	
	SHS Lear	ners											
6.	Curricului	m Exi	t Sumr		onsolida	tea C	Curriculu		kit Trackin	g			
6.	Curricului	m Exi	t Sumr		onsolida	tea C			ixit		None (of	
6.	Curricului Track	Co	t Sumr ollege ocation	mary	loyment	Enti		ulum E rship		vel	the Curricul		Tota
6.		Co	ollege	mary		Enti	Curricu	ulum E rship	xit Middle-Le Skill	vel	the		Tota
6.	Track	Co	ollege	mary		Enti	Curricu	ulum E rship	xit Middle-Le Skill	vel	the Curricul		Tota
6.	ACAD Arts and	Co	ollege	mary		Enti	Curricu	ulum E rship	xit Middle-Le Skill	vel	the Curricul		Tota
6.	Track ACAD Arts and Design	Co	ollege	mary		Enti	Curricu	ulum E rship	xit Middle-Le Skill	vel	the Curricul		Tota
6.	Track ACAD Arts and Design Sports	Co	ollege	mary		Enti	Curricu	ulum E rship	xit Middle-Le Skill	vel	the Curricul		Tota
6.	ACAD Arts and Design Sports TVL	Co	ollege	mary		Enti	Curricu	ulum E rship	xit Middle-Le Skill	vel	the Curricul		Tota
6.	Track ACAD Arts and Design Sports	Co	ollege	mary		Enti	Curricu	ulum E rship	xit Middle-Le Skill	vel	the Curricul		Tota
6 .	ACAD Arts and Design Sports TVL	Co	ollege	Emp	loyment	Entr	Curricu repreneur / Busines	ulum E rship ss	xit Middle-Le Skill	vel	the Curricul		Tota
	ACAD Arts and Design Sports TVL Total	Co Edu	ollege acation	Empl	ith their c	Entr	Curricurepreneur / Busines	rship	Middle-Le Skill Developm	vel ent	the Curriculi Exit		Tota
	ACAD Arts and Design Sports TVL Total Who assis	Co Edu	the lea	Empl	loyment	Entr	Curricu repreneur / Busines ulum exit	rship is	xit Middle-Le Skill	vel ent Pa Gua	the Curricule Exit	um	Tota
	ACAD Arts and Design Sports TVL Total	Co Edu	the lea	Empl	ith their c	Entr	Curricurepreneur / Busines	rship is	Middle-Le Skill Developm	vel ent Pa Gua	the Curriculi Exit	um	
	ACAD Arts and Design Sports TVL Total Who assis	Co Edu	the lea	Empl	ith their c	Entr	Curricu repreneur / Busines ulum exit	rship is	Middle-Le Skill Developm	vel ent Pa Gua	the Curricule Exit	um	
7.	ACAD Arts and Design Sports TVL Total Who assis Guidan Counse	con Edu	the lea	Emplose services with the serv	ith their c	Entr currice er ate	Curricu repreneur / Busines ulum exit Class Advise	rship	Middle-Le Skill Developm	vel ent Pa Gua	the Curricule Exit	um	
	Track ACAD Arts and Design Sports TVL Total Who assis Guidan Counse	sted to ce alore and a ce	the lea	rners waters warners w	ith their c	Entr currice er ate	Curricu repreneur / Busines ulum exit Class Advise	rship is	Middle-Le Skill Developm	Pa Gua Re	the Curricule Exit arent / ardian / elative	um .	None
7.	Track ACAD Arts and Design Sports TVL Total Who assis Guidan Counse What assi Guidar Coun	sted to ce alore and a ce	the lea	rners w dance gnate arners v	ith their continues Advoca	Entr currice er ate	Curricu repreneur / Busines ulum exit Class Advise	rship is	Middle-Le Skill Developm Subject Teacher	Pa Gua Re	the Curricule Exit arent / ardian / elative	um	None

9. What are the reasons for choosing your curriculum exit? (Number of times being chosen)

A. College Education

Personal Choice	Influence of parents/ relatives	Peer influence	Prospect for future employment	Status/prestige of being a college graduate	Opportunity for employment	No particular choice / no better idea

B. Employment

В.	Emplo	oyment								
	Personal Choice	Attractive Work and Compensation	Influence of parents/relatives	Peer influence	Inspired by role model	Financial constraints	No available college/university in our place	Was not accepted into my preferred college course	Lack of interest in pursuing college or other training	No particular choice or better idea

C. Entrepreneurship / Business

Personal Choice
Attractive opportunity to earn
Influence of parents/relatives
Peer influence
Inspired by role model
Financial constraints
No available college/university in our place
Was not accepted into my preferred college course
Lack of interest in pursuing college or other training
No particular choice or better idea

D. Middle	e-Level Skil	l Developn	nent					
Personal Choice	Influence of parents/relatives	Peer influence	Inspired by role model	Financial constraints	No available college/university in our place	Was not accepted into my preferred college course	Lack of interest in pursuing college or other training	No particular choice or better idea

E. No Preferred Curriculum Exit

Personal Choice
Influence of parents/relatives
Peer influence
Lack of financial resources
Personal reason
No available college/university in our place
Was not accepted into my preferred college course
Lack of interest in pursuing college or other training
No particular choice or better idea
Health condition
Migration to another place

Prepared by:	Approved by:	
		_
Name and Signature	Name and Signature	
Regional Youth Formation Coordinator	Regional Director	

Note: You may access and download the editable file through the provided link: https://tinyurl.com/CGPEnclosure3v2