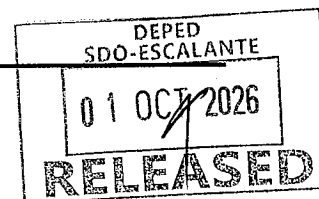




Republic of the Philippines
Department of Education
NEGROS ISLAND REGION
SCHOOLS DIVISION OF ESCALANTE CITY



ADVISORY
October 1, 2026

*PROJECT FREE TEACHER-SCHOLARS WHO WILL COMMENCE THEIR
FIELD PRACTICUM*

This Office disseminates the attached letter of DR. CINDERELLA R. FRANCISCO, Course Facilitator, MGC208-Practicum endorsed through DR. RICVER P. URETA, Vice Chancellor for Academic Affairs, University of Saint La Salle and the Director of Project Free dated September 19, 2026 regarding the SDO Escalante City teacher-scholars who will begin their Field Practicum course this September 2026 to January 2027.

The teacher-scholars will undergo the required **200 hours of relevant training and practical experience** in academic, clinical, industrial, and/or community settings on **Fridays** since guidance offices are open only on these days. As concurrent teachers and guidance designate alongside other official functions in their respective schools, they expressed their intentions to efficiently manage their time to ensure that they will perform their official functions before utilizing their day for the Practicum.

In this regard, their respective school heads may formulate an arrangement favorable to both the schools and the concerned teachers. Their particular school heads shall reinforce the one-day weekly privilege to our teacher-scholars that would benefit both parties.

Also attached is the timetable and class activity plan of the Project Free teacher-scholars for perusal. A copy will be sent to their respective school heads.

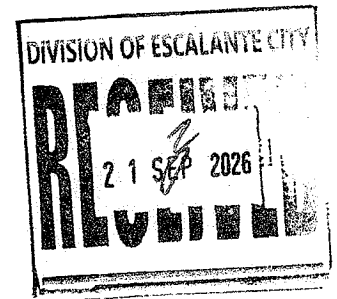
Thank you for the support in enriching their learning experience and promoting their professional development.

PETER J. GALIMBA
Assistant Schools Division Superintendent
OIC- Office of the Schools Division Superintendent

University of St. La Salle
Project FREE – MS in Guidance and Counseling
Field Practicum (MGC 208)

September 19, 2026

PETER J. GALIMBA
OIC- Schools Division Superintendent
Schools Division of Escalante City



Dear Madam/Sir:

Warm Lasallian greetings!

I am writing to inform your good office about the teachers who are Project FREE scholars under your Division, currently enrolled in Master of Science in Guidance and Counseling, who will commence their Field Practicum course this September 2026 until January 2027:

1. RAY ANNE A. AGBAY
2. CLEOME C. ALPAR
3. MARIA GALIA H. BAGO
4. NICA NOVA B. RIO
5. DANNY P. SERIOS, JR
6. JAN AMADEO L. UGHAYON

As part of their curriculum, they are required to undergo **200 hours of relevant training and practical experience** in the academic, clinical, industrial, and/or community settings.

At the end of their Internship training, they are expected to:

1. apply discipline-related theories learned about human behavior;
2. enhance his/her skills in conducting:
 - a. researches/surveys and evaluation studies;
 - b. seminars/enhancement programs like parents' enrichment activities, handling special groups of differently-abled students or those with additional needs, children/adult survivors of abuse, institutionalized children, etc.;
 - c. supervised counseling and group dynamics; and
 - d. assessment activities in relevant and related areas.
3. acquire training/skills in other guidance services like individual inventory, placement, etc.
4. administer services/programs/activities in areas aligned and/or allied with the discipline.

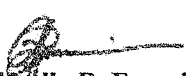
Acknowledging their concurrent roles as teachers and guidance designates, alongside other functions they are assigned in their respective schools, it would be a challenge for them to carry out their Internship during regular school days. As such, they are left with the option of Saturday duty hours in their identified Internship site, although not all guidance offices are open to accommodate them on Saturdays. It is in this context that we are **seeking your approval to allow** these teachers-scholars **one free weekday (preferably Fridays)** for their Practicum duty. They have expressed their intention to efficiently manage their time and energy to ensure that they perform their usual functions before utilizing their free day for Practicum.

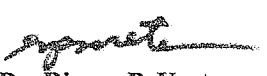
We are hopeful that, upon your approval, the respective school heads will reinforce the one free weekday privilege to our teachers-scholars, who are open to exploring similar work arrangements that would benefit all parties concerned. Should there be other concerns you wish to be clarified about, please feel free to contact me at telephone number (034) 432-1182 local 173 or through my mobile number 0932-4817044.

In advance, we are thankful for the support that you extend to our teachers-scholars, as we collaborate in enriching their learning experience and promoting their professional advancement.

Yours in St. La Salle,

Endorsed by:


Dr. Cinderella R. Francisco
Course Facilitator, MGC208_Practicum


Dr. Ricver P. Ureta
Vice Chancellor for Academic Affairs
Director, Project FREE