



Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN

November 18, 2021

DIVISION MEMORANDUM
No. 514, s. 2021

**DRAFT REGISTRY OF QUALIFIED APPLICANTS (RQA)
FOR TEACHING POSITIONS, SY 2021-2022**

**To: Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Elementary, Integrated and Secondary Schools
All Others Concerned**

1. Please be informed that the drafts of the Registry of Qualified Applicants (RQA) for teaching positions, SY 2021-2022 (Kinder, SPED, Elementary and Junior High School) are now available for viewing at google drive <https://bit.ly/aklan-rqa2021-draft>. The drafts will be taken down on December 3, 2021.

2. The objective of uploading these drafts is to give chance for applicants concerned to request for review of their points as explained during the orientation of applicants.

3. In light of COVID-19 situation, applicants should submit their letter of request for review via email address at rqadepedaklan@gmail.com. Walk-in submission at the Division Office is not allowed. The letter should be addressed to:

**The Division Selection Committee
DepEd Division of Aklan
Poblacion, Numancia, Aklan**

4. The deadline of receiving emails is on December 2, 2021. Requests received after the deadline will not be entertained.



5. **The letter request should be sent as the email itself, NOT as attachment.** It may not contain the applicant's signature. However, it is presumed by the Committee that the applicant is the owner of the email account that he/she is using.

6. It should be brief and concise, and should specify the criterion/a which is/are requested for review, except for the points in Interview and Demonstration Teaching which are already final. Please find attached suggested format.



7. School heads are instructed to inform their teacher applicants of this information immediately through text message using the contact number provided by the applicant in their Personal Data Sheet or through other communication modes available.

9. Immediate and wide dissemination of and compliance with this Memorandum are enjoined.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent 

Enclosure: as stated
To be indicated in the Perpetual Index
under the following subjects:

APPOINTMENT

EMPLOYMENT

TEACHERS

JBL/cdb



Poblacion, Numancia, Aklan
Tel. No. (036) 265-3744; 265-3737; 265-3738 (Trunkline)
Website: depedaklan.org
Email Address: aklan.1958@deped.gov.ph

SUGGESTED FORMAT OF THE BODY OF THE LETTER REQUEST

1. Full Name of Applicant: _____
2. District: _____
3. RQA Level, Major/Specialization (specify if Regular or IPed): _____
4. Active Mobile Number: _____

Criterion/a Requested for Review	Brief but specific explanation why you are requesting for a review in this criterion
1. <i>Example:</i> <i>Communication Skills</i>	<i>I took the EPT last September 2019 but my score in the draft is 0.</i>
2.	
3.	
4.	

