

Advisory No. 09, s. 2026
August 17, 2026

In compliance with DepEd Order (DO) No. 8, s. 2013
this advisory is issued not for endorsement per DO 28, s. 2001,
but only for the information of DepEd officials,
personnel/staff, as well as the concerned public.
(Visit www.deped.gov.ph)

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**INVITATION TO THE CERTIFICATE COURSE IN GUIDANCE AND COUNSELING
BY ST. PAUL UNIVERSITY MANILA**

St. Paul University Manila is inviting interested teaching personnel and other related entities to participate in its **Certificate Course in Guidance and Counseling** which will commence on September 5, 2026, and conclude on December 2026.

The activity aims to provide interested participants with an opportunity to enhance their knowledge and competencies in guidance and counseling.

For more information, please refer to the attached Invitation Letter from St. Paul University Manila.

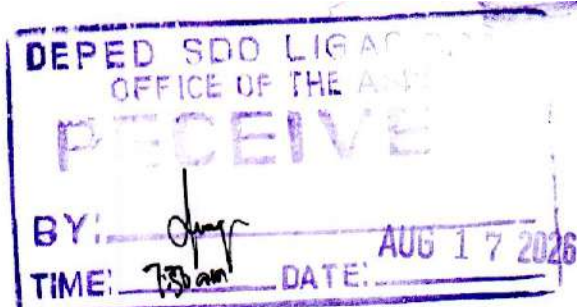
For technical details, documentary requirements, and structured payments schedules, interested individuals are directed to coordinate directly with St. Paul University Manila through the following official channels:

- **Admission Portal:** <https://college.spumanila.edu.ph/>
- **Email:** admission@spumanila.edu.ph
- **Contact Number:** (0917) 182 2910

Participation in this course is on voluntary basis only.

For information.

OASDS/aco
08/17/2026



13 August 2026



MELCHIZEDEK C. TONGCO

Assistant Schools Division Superintendent

Schools Division of Ligao City

Department of Education

E-Mail Address: ligao.city@deped.gov.ph

SUBJECT: REQUEST FOR THE ISSUANCE OF AN ADVISORY AND INVITATION TO THE CERTIFICATE COURSE IN GUIDANCE AND COUNSELING BY ST. PAUL UNIVERSITY MANILA

Dear **ASDS TONGCO**:

This communication is respectfully transmitted to request the issuance of an official Advisory for the widespread dissemination and invitation of interested parties, teaching personnel, and related entities to the Certificate Course in Guidance and Counseling offered by St. Paul University Manila.

The aforementioned academic offering is an 18-unit program specifically structured to capacitate educational professionals in responsive school-based guidance and mental health programs. Eligibility for admission requires prospective applicants to hold any Bachelor's degree from a CHED-recognized Philippine higher education institution. To accommodate the operational schedules of working professionals, the coursework will be delivered via an online modality, utilizing both synchronous and asynchronous sessions during weekends. The academic calendar for this course is slated to commence on September 5, 2026, and will conclude in December 2026.

The comprehensive curriculum is distributed across essential disciplines, comprising the following modules:

- Foundations of Guidance and Counseling
- Counseling Theories, Tools and Techniques
- Psychological Assessment
- Organization and Administration of Guidance Services
- Group Process and Program Development
- Career Development and Counseling

Completion of this institutional program strictly aligns with the competency requirements for the School Counselor Associate position, as stipulated under CSC Resolution No. 2600920. Furthermore, it serves as a definitive pathway for educators pursuing further administrative studies or official licensure in the field of Guidance and Counseling.

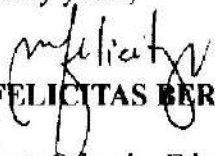
In view of the imperative to strengthen student support systems and psychological interventions across the basic education sector, we formally request the issuance of an agency advisory to cascade this program to the field offices.

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For your favorable consideration and immediate action.

Very truly yours,


SR. FELICITAS BERNARDO, SPC
Dean
Graduate School – Education and Liberal Arts
St. Paul University Manila