



Republic of the Philippines  
Department of Education  
NATIONAL CAPITAL REGION  
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

MAY 28 2024

MEMORANDUM

**LIST OF OVERALL TOP 10 RANKING (GRADES 6, 10 & 12)  
AND LIST OF TOP 1 OF EVERY SECTION FOR THE  
MUNTINLUPA SCHOLARSHIP DIVISION (MSD) INCENTIVE PROGRAM**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, Curriculum Implementation Division  
OIC-Chief Education Supervisor, School Governance and Operations Division  
Public Elementary and Secondary School Heads/OICs  
All Others Concerned

1. Attached is a letter from Mr. Arian Clarence L. Caballero, MBA, Division Head, Muntinlupa Scholarship Division, dated May 24, 2024, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. The deadline of submission is on **May 31, 2024**. The said lists should be submitted directly to the MSD office, with a transmittal letter addressed to their Division Head.
3. Immediate and wide dissemination of this Memorandum is desired.

  
**VIOLETA M. GONZALES**

Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

Enclosure: As stated  
References: None  
To be indicated in the Perpetual Index  
under the following subjects:

SCHOLARSHIPS

KSJT / LIST OF OVERALL TOP 10 RANKING (GRADES 6, 10 & 12) AND LIST OF TOP 1 OF EVERY SECTION FOR THE  
MUNTINLUPA SCHOLARSHIP DIVISION (MSD) INCENTIVE PROGRAM

178 / MAY 24, 2024

UN-2024-178



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Republic of the Philippines  
**CITY GOVERNMENT OF MUNTINLUPA**  
**Muntinlupa Scholarship Division**



**24 MAY 2024**

RECEIVED BY:  
EVELYN N. DINGAL  
Admin Officer II - Records Unit  
Date: 5-24-24 11:25a

**DR. VIOLETA M. GONZALES, CESO VI**  
Officer in Charge  
SDO-Muntinlupa

**Thru: Public School Scholarship Committee**

**SUBJECT: LIST OF OVERALL TOP 10 RANKING (GRADE 6, GRADE 10 and GRADE 12) and LIST OF TOP 1 OF EVERY SECTION FOR MSD INCENTIVE PROGRAM.**

*Dear Dr. Gonzales,*

As we approach the end of the academic term, we are gearing up for the implementation of our MSD Incentive Programs such as TOPS and STAR awards, which aims to recognize and reward academic excellence among our students.

In line with this initiative, we kindly request the assistance of the Public School Scholarship Committee in providing us with the following information:

1. List of the Overall Top 10 Rankings for Grade 6, Grade 10, and Grade 12 (HONORS)
2. List of the Top 1 performer from every section across all grades. ( STARS)

We request to have the list on or before **May 31, 2024**. The said list will be will treated with utmost confidentiality and will be used solely for the processing of the cash incentives.

We look forward to your usual response and we thank you for your continued support.

Very Respectfully Yours,

  
**ARIAN CLARENCE L. CABALLERO, MBA**  
Division Head