



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

DEC 18 2025

MEMORANDUM

**MUNTINLUPA SCHOLARSHIP DIVISION (MSD) 1ST TRANCHE DISTRIBUTION
OF EDUCATIONAL ASSISTANCE FOR SY 2025-2026**

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

1. Attached is a letter from Mr. Arian Clarence L. Caballero, MBA, Division Head, Muntinlupa Scholarship Division, dated December 15, 2025, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Special attention is invited to the schedule of the said distribution.
3. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES CESO VI

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 / MSD 1ST TRANCHE DISTRIBUTION OF EDUCATIONAL ASSISTANCE FOR SY 2025-2026

528 / DECEMBER 17, 2025

UN-2025-528



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940
sdo.muntinlupa@gmail.com
deped-muntinlupa.com

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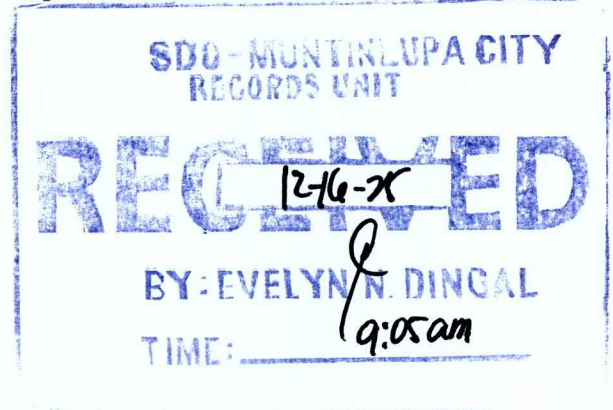


Republic of the Philippines
CITY GOVERNMENT OF MUNTINLUPA
Muntinlupa Scholarship Division



December 15, 2025

DR. VIOLETA M. GONZALES
OIC-Schools Division Superintendent
SDO-Muntinlupa City



Dear **Dr. Gonzales**,

The Muntinlupa Scholarship Division will be having its **1st TRANCHE DISTRIBUTION OF EDUCATIONAL ASSISTANCE FOR S.Y. 2025-2026** for the following schools:

SCHOOL	DATE	TIME	VENUE
MUNTINLUPA ES	December 19, 2025	9:00 AM – 2:00 PM	SOUTH PARK CENTER
F. DE MESA ES	December 20, 2025	9:00 AM – 12:00 PM	SOUTH PARK CENTER
ALABANG ES	December 22-23, 2025	9:00 AM – 12:00 PM	SOUTH PARK CENTER

The presence of our respective school coordinators is highly expected to provide guidance and support to students, particularly in addressing their concerns related to the distribution of educational assistance.

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

Respectfully Yours,

MR. ARIAN CLARENCE L. CABALLERO, MBA
Division Head
Muntinlupa Scholarship Division