



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

'JAN 23 2026

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 Secondary School Heads/OICs
Private 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 January 20, 2026, 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

026 / JANUARY 22, 2026

UN-2026-026



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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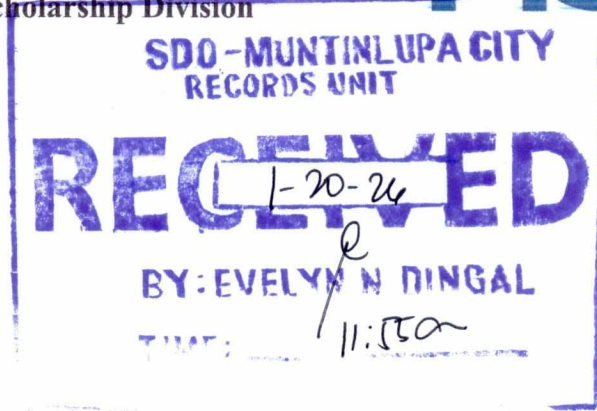


Republic of the Philippines
CITY GOVERNMENT OF MUNTINLUPA
 Muntinlupa Scholarship Division



January 20, 2026

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
PRIVATE ELEMENTARY SCHOOL	JANUARY 23, 2026	09:00 AM – 02:00 PM	SOUTH PARK CENTER
MUNTINLUPA BUSINESS HS – SUCAT ANNEX	JANUARY 26, 2026	09:00 AM – 02:00 PM	SUCAT ELEMENTARY SCHOOL COVERED COURT
MUNTINLUPA NATIONAL HS – JUNIOR HS	JANUARY 27, 2026	09:00 AM – 12:00 PM	SCHOOL GROUNDS
	JANUARY 28, 2026		

The presence of our respective school coordinators is highly expected in order 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

