Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF PAMPANGA

ADVISORY NO. 051, s. 2026
August 17, 2026

In compliance with DepEd Order 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 regarding the following:

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

Relative to the **released Division Memorandum No. 469, s. 2026**, titled *"Invitation to the Certificate Course in Guidance and Counseling by St. Paul University Manila,"* attached herewith is the communication from **Sr. Felicitas Bernardo, SPC, Dean of the Graduate School – Education and Liberal Arts, St. Paul University Manila**, offering the **Certificate Course in Guidance and Counseling** to interested learners and teachers from public and private schools.

Participation in the said course shall be **purely voluntary** and shall not hamper instructional time, in compliance with the provisions of **DepEd Order No. 003, s. 2024**, **DepEd Order No. 9, s. 2005**, and other applicable DepEd policies. Participation shall likewise be consistent with the policy on off-campus activities under **DepEd Order No. 66, s. 2017** and the **No Collection Policy** under Section 3 of **Republic Act No. 5546**.

Interested participants are encouraged to review the attached communication for complete details regarding the course, including its requirements, schedule, fees, and enrollment procedures.

For further information and inquiries, interested participants may directly coordinate with St. Paul University Manila through the following:

- **Admissions Portal:** https://college.spumanila.edu.ph/
- **Email:** admissions@spumanila.edu.ph
- **Contact Number:** 0917 182 2910

Please be guided accordingly.

Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)
Telephone No.: (045) 435-2728; (045) 435-7404
Email Address: pampanga@deped.gov.ph
Website: www.depedpampanga.ph

12 August 2026

LEANDRO C. CANLAS
Assistant Schools Division Superintendent
Schools Division of Pampanga
Department of Education
E-Mail Address: pampanga@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 CANLAS:**

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.

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

- **Admissions Portal:** https://college.spumanila.edu.ph/
- **Email:** admissions@spumanila.edu.ph
- **Contact Number:** (0917) 182 2910

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