

TESDA CIRCULAR

Subject: Implementing Guidelines for 2018 Private Education Student Financial Assistance (PESFA)		Page 1 of 5 pages Number <u>028</u> , series of 2018
Date Issued: April 24, 2018	Effectivity: Immediately	Supersedes: TESDA Circular No. 27, Series of 2017

In the interest of the service and in line with the TESDA Reform and Development Agenda, the **Implementing Guidelines for 2018 Private Education Student Financial Assistance (PESFA)** is hereby adopted:

I. Rationale/Background

The PESFA Program has been established through Section 8 of Republic Act No. 8545, otherwise known as the Expanded Government Assistance to Students and Teachers in Private Education (GASTPE) Act. The program aims to extend financial assistance to marginalized but deserving students in Technical-Vocational Education and Training (TVET) courses and to assist private institutions in their development efforts by assuring a steady supply of enrollees to their course offerings.

For 2018, PESFA shall still be implemented in two (2) modes: the bundled qualifications and single or one qualification basis. The former aims to support the **Manufacturing Resurgence Program (MRP)** on rapid, inclusive and sustained economic growth through course offerings in priority and key employment generators. The objective of MRP is to rebuild the existing capacity of industries, strengthen new ones and maintain the competitiveness of industries with comparative advantage. The availability of competent and productive labor, trained to industry standards, supports competitiveness of Philippine Manufacturing Industry.

II. Scope and Coverage

This Circular covers the implementation of the Php200 Million Private Education Student Financial Assistance (PESFA) under the 2018 General Appropriations Act (GAA).

III. General Policies

1. To prepare the target beneficiaries for higher employability, the training programs to be offered under bundled qualifications shall be directed towards producing graduates for the manufacturing sector in broader categories;
2. The Regional/Provincial Offices (R/POs) which cannot fully utilize their PESFA budget allocated through bundled qualifications shall continue to implement the regular single qualification;
3. The bundled qualifications shall be governed by the provisions of the TESDA Circular No. 07, S. of 2016 (Amended Omnibus Guidelines on Program Registration under UTPRAS);
4. Other bundled qualifications may be implemented subject to the evaluation of the National Institute for TESD and the approval of the Director General/Secretary;
5. There shall be **No Containment Policy**. Other region/s may be tapped by the implementing region in the conduct of the training program in case there is no available training provider in the latter. The TVET provider tapped in other region shall be paid by the region where the PESFA funds is allocated and well as the accomplishment or the training output shall be accounted to in the same region; and
6. Qualifications supportive to the new and emerging industries shall be identified and recommended by the Regional Offices/Industry Associations for approval by the Director General/Secretary.

TESDA CIRCULAR

Subject: Implementing Guidelines for 2018 Private Education Student Financial Assistance (PESFA)		Page 2 of 5 pages Number <u>028</u> , series of 2018
Date Issued: April 24, 2018	Effectivity: Immediately	Supersedes: TESDA Circular No. 27, Series of 2017

IV. Qualification of Beneficiaries

The target beneficiaries of PESFA shall have the following qualifications:

1. Must have completed at least secondary education;
2. A Filipino Citizen of at least fifteen (15) years old at the start of the training; and
3. With an annual family income of three hundred thousand (P300,000.00) and below.

V. Documentary Requirements

1. Copy of Form 138, Report Card or Certificate from the school where the applicant has completed his/her secondary education; and
2. **Any** of the following documents showing that the applicant has an annual family income of not more than three hundred thousand (P300,000.00):
 - a. Annual Income Tax Return or Certificate of Compensation Payment;
 - b. Tax Withheld for the previous year;
 - c. Certificate of Tax Exemption from the Bureau of Internal Revenue (BIR); or
 - d. Certificate of Indigency issued either by the City/Municipal Mayor, City/Municipal Social Welfare and Development Officer (C/MSWDO) or Barangay Captain.

VI. Scholarship Benefits

1. Each scholar shall be entitled to the following benefits:

Benefits	Bundled Qualifications	Single Qualifications
Free Tuition	Based on Annex A /latest issuance	Based on Annex A /latest issuance
Student Allowance	Php60.00 per day	Php60.00 per day
Book Allowance	Php2,000.00/whole training	Php500.00/whole training
Free Assessment	Based on Annex A /latest issuance	Based on Annex A /latest issuance

2. The standard costing per program for the tuition fees, student allowance, assessment fee, and book allowance programs shall be based on the Schedule of Costs (**Annex A**). The assessment fee is subject to change based on latest issuance; and
3. Entrepreneurship training shall be integrated in the training program and shall be at the instance of the TVI.

VII. Distribution and Awarding of Scholarship Allocation

B. Eligibility Requirements of TVIs

1. Program is compliant based on the latest **Compliance Audit**;
2. The TVI must not be a subject of any unsettled **Notice of Disallowance (ND)** that has become final and executory involving any scholarship program of TESDA; and
3. The TVI must not be involved in an unlawful exaction of fees and/or unlawful offering of any program within the jurisdiction of TESDA;

TESDA CIRCULAR

Subject: Implementing Guidelines for 2018 Private Education Student Financial Assistance (PESFA)		Page 3 of 5 pages Number <u>027</u> , series of 2018
Date Issued: April 24, 2018	Effectivity: Immediately	Supersedes: TESDA Circular No. 27, Series of 2017

4. The TVI shall have complied with the mandatory assessment for the qualification/program in the immediately preceding year, in cases where such program has promulgated Competency Assessment Tools (CATs).

C. Criteria for Selection of TVIs

The RO/PO shall evaluate the participating TVIs based on their absorptive capacity, utilization and employment rates.

1. **Absorptive Capacity** refers to the number of trainees that a TVI can accommodate at one time per batch based on Training Regulation requirements on physical facilities, tools and equipment and number of trainers. This includes existing/ongoing scholarship programs with other government agencies and other funding organization;
2. **Utilization Rate**—at least eighty percent (80%) utilization rate in a particular qualification previously granted in the immediately preceding year and being applied for;
3. **Employment Rate**—at least fifty percent (50%) employment of graduates in a particular qualification previously granted and being applied for. The report on employment rate shall be applicable only for programs that have been completed at least for one (1) year prior to the new application in the same qualification; and
4. In case of new and existing TVIs which were not given any scholarship allocation prior to the issuance of this Circular, the RO, after looking into the Eligibility Requirements and Absorptive Capacity of said TVIs, shall consider allotment of scholarship slots for the qualification being applied for. The RD shall determine as area manager the appropriate distribution scheme.

D. Preparation of Qualification Map (QM)

1. The POs shall notify eligible TVIs on the approved allocation;
2. The SMO-CLGUS shall issue the corresponding SGCs to the ROs based on the approved regional targets;
3. The notified TVIs shall prepare the QM (**Annex B**), to be recommended by the PD for approval by the RD as Area Manager;
4. The POs shall evaluate the submitted QMs of TVIs based on their absorptive capacity, utilization and employment rates
5. Upon approval of the QM and the submission of the Notarized Affidavit of Undertaking (**Annex C**), the TVI concerned shall implement the program while waiting for the SGCs;
6. All approved QMs shall be numbered by the RO using the prescribed Coding System PESFA (**Annex D**);
7. Immediately thereafter, the PO and the TVI shall schedule the conduct of the Training Induction Program (TIP);
8. The ROs shall provide the SMO-CLGUS, copies of the approved QMs a day after its approval. The Notarized Affidavit of Undertaking shall also be submitted within five (5) days upon signing; and

TESDA CIRCULAR

Subject: Implementing Guidelines for 2018 Private Education Student Financial Assistance (PESFA)		Page 4 of 5 pages Number <u>028</u> , series of 2018
Date Issued: April 24, 2018	Effectivity: Immediately	Supersedes: TESDA Circular No. 27, Series of 2017

9. For TVI/s that fail to start the training within fifteen (15) calendar days upon notice, except for force majeure or for reasons beyond the control of the TVI, their corresponding scholarship allocation/s shall be subject for reallocation.

The RDs and PDs shall be accountable on the appropriate distribution scheme of scholarship slots for eligible TVIs and shall also be accountable for the safekeeping and distribution of SGCs which are accountable forms.

The Deputy Directors General (DDGs) shall ensure that the ROs under their clusters shall be able to submit timely, accurate and consistent reports and make the necessary interventions to ensure the maximum utilization of scholarship funds.

VIII. Assessment and Certification

1. The Regional and Provincial Directors shall ensure that the qualifications included in the PESFA scholarship shall have readily available accredited assessment centers and assessors within the Region;
2. In line with the TESDA policy on assessment and certification program, competency assessment shall be mandatory for qualifications with Training Regulations (TR) with Competency Assessment Tools (CATs); and

IX. Modes of Availing PESFA Scholarship

The Procedural Guidelines on the Availment of Skills Training Programs under various TESDA Scholarship Programs (TESDA Circular No. 34, series of 2017) shall be observed. **The PO shall exercise diligent efforts to update the T2MIS database which includes BSNS, online and walk-in applications.**

X. Administrative and Financial Procedures

1. PESFA Budget Allocation

- a. The 2018 PESFA budget allocation is based on the annual Php200 Million budget for PESFA which is incorporated already in the regional budget as provided in the FY 2018 General Appropriations Act (GAA);
 - b. The budgetary allocation by region as reflected in **Annex E** is adopted for the implementation of 2018 PESFA;
 - c. At least five percent (5%) of the allocation per region shall be set aside for persons with disability (PWDs) pursuing technical-vocational courses in compliance with Section 13 of Republic Act No. 7277 of the Magna Carta for Persons with Disability, Solo Parents and their Children (RA 8972). Other clienteles such as the Indigenous Peoples, Pantawid Pamilyang Pilipino Program (4Ps) members/beneficiaries, families of migrant workers, among others, shall also be given priority. All these beneficiaries shall meet the minimum qualifications and requirements for PESFA.
2. **Payment of Book/Student Allowance** shall be paid by the concerned POs directly to the scholars (or his/her representative/s authorized under a Special Power of Attorney executed by the scholars) through any of the following modes of payment:
 - a. Issuance of checks directly to the scholars;
 - b. Advice to Debit Account (ADA); or
 - c. Cash payment through the Designated Disbursing Officer.

TESDA CIRCULAR

Subject: Implementing Guidelines for 2018 Private Education Student Financial Assistance (PESFA)		Page 5 of 5 pages Number <u>027</u> , series of 2018
Date Issued: April 24, 2018	Effectivity: Immediately	Supersedes: TESDA Circular No. 27, Series of 2017

The peculiarities of the area must be taken into consideration in choosing the mode and the schedule of payment for book/student allowance.

3. One Hundred Percent (100%) of the **total tuition/training cost** shall be paid upon completion of the training programs, subject to the submission of the following documents, **provided that the TVI concerned shall be held accountable for the compliance of the mandatory assessment of the scholars, when applicable:**
 - a. Billing statement;
 - b. MIS 03-02 Terminal Report duly signed by the TVI's authorized signatories;
 - c. Daily Attendance Sheet (for the duration of the training) duly signed by the trainer; and
 - d. TESDA copy of the PESFA Scholarship Grants duly signed by the concerned officials.
4. Payment of assessment fees to the accredited assessment centers shall be made immediately upon submission of the following required documents:
 - a. Billing statement; and
 - b. Certified True Copy of the RWAC.

XI. Monitoring and Evaluation

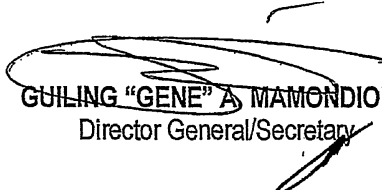
1. The monitoring and audit of PESFA implementation shall be the responsibility of the region that implemented the program; and
2. The monitoring and reporting requirements of the SMO-CLGUS shall be observed, which shall include the **PESFA Physical and Financial Monitoring Report and MIS-03-02/T2MIS**. Regular and timely submission of accurate and consistent data shall be strictly followed and shall be submitted **every 3rd day of the following month.**

XII. Sanctions

The following acts shall be grounds for the perpetual disqualification of the TVI to participate in any scholarship program and the suspension or revocation of the **Certificate of TVET Program Registration (CTPR)**, among others, subject to due process of law:

- a. Ghost training/trainee/s;
- b. Exaction of any unauthorized fees from the trainees;
- c. Falsification, forgery, false declaration of absorptive capacity or misrepresentation in the submission by the TVI of the required reports to TESDA; and
- d. Other unlawful and illegal activities punishable under the Revised Penal Code.

This Circular takes effect as indicated and shall supersede any issuance inconsistent herewith.


GUILING "GENE" A. MAMONDIONG
Director General/Secretary

2018 Private Education Student Financial Assistance (PESFA)									
Schedule of Costs per Single Qualifications									
Sector	No.	TVET Qualification Title	No. of Training Hours	No. of Training Days	Training Cost (PhP)	Student Allowance (PhP)	Book Allowance (PhP)	Assessment Fee (PhP)	Per Capita Cost (PhP)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10=6+7+8+9)
Agriculture and Fishery	1	Agricultural Crops Production NC II	336	42	10,000	2,520	500	585	13,605
	2	Agricultural Crops Production NC III	445	56	8,000	3,360	500	400	12,260
	3	Animal Health Care and Management NC III	208	26	10,000	1,560	500	500	12,560
	4	Animal Production (Poultry-Chicken) NC II	226	29	10,000	1,740	500	500	12,740
	5	Animal Production (Ruminants) NC II	306	39	10,000	2,340	500	530	13,370
	6	Animal Production (Swine) NC II	306	39	10,000	2,340	500	640	13,480
	7	Aquaculture NC II	1,276	160	10,000	9,600	500	350	20,450
	8	Fish Capture NC II	318	40	9,000	2,400	500	400	12,300
	9	Fishing Gear Repair and Maintenance NC III	152	19	10,000	1,140	500	500	12,140
	10	Horticulture NC III	445	56	8,000	3,360	500	300	12,160
	11	Landscape Installation and Maintenance (Softscape) NC II	212	27	8,000	1,620	500	500	10,620
	12	Organic Agriculture Production NC II	232	29	10,000	1,740	500	500	12,740
	13	Pest Management (Vegetables) NC II	312	39	8,000	2,340	500	500	11,340
	14	Rice Machinery Operations NC II	232	29	8,000	1,740	500	500	10,740
	15	Rubber Processing NC II	162	21	10,000	1,260	500	500	12,260
	16	Rubber Production NC II	242	31	10,000	1,860	500	500	12,860
Automotive	17	Automotive Body Repairing NC II	118	15	5,000	900	500	400	6,800
	18	Automotive Engine Rebuilding NC II	158	20	5,000	1,200	500	400	7,100
	19	Automotive Servicing NC II	676	85	5,000	5,100	500	700	11,300
	20	Automotive Servicing NC III	526	66	4,500	3,960	500	300	9,260
	21	Automotive Servicing NC IV	804	101	7,000	6,060	500	300	13,860
	22	Automotive Body Painting/Finishing NC II	158	20	5,000	1,200	500	600	7,300
	23	Automotive Body Painting/Finishing NC III	183	23	7,000	1,380	500	400	9,280
	24	Motorcycle/ Small Engine Servicing NC II	650	82	6,000	4,920	500	700	12,120
	25	Automotive Electrical Assembly NC II	143	18	5,000	1,080	500	500	7,080
	26	Automotive Electrical Assembly NC III	240	30	7,000	1,800	500	500	9,800
	27	Automotive Mechanical Assembly NC II	143	18	5,000	1,080	500	500	7,080
	28	Automotive Mechanical Assembly NC III	480	60	7,000	3,600	500	500	11,600
	29	Automotive Wiring Harness Assembly NC II	134	17	5,000	1,020	500	500	7,020
	30	Forging NC II	106	14	10,000	840	500	500	11,840
	31	Forging NC III	112	14	10,000	840	500	500	11,840
	32	Foundry Melting/Casting NC II	128	16	10,000	960	500	500	11,960
	33	Foundry Melting/Casting NC III	108	14	10,000	840	500	500	11,840
	34	Foundry Molding NC II	158	20	10,000	1,200	500	500	12,200
	35	Foundry Molding NC III	112	14	10,000	840	500	500	11,840
	36	Foundry Pattern Making NC II	158	20	5,000	1,200	500	500	7,200
	37	Foundry Pattern Making NC III	112	14	10,000	840	500	500	11,840
	38	Heat Treatment NC II	86	11	10,000	660	500	500	11,660
	39	Laboratory and Metrology/Calibration NC II	94	12	3,500	720	500	500	5,220
	40	Laboratory and Metrology/Calibration NC III	96	12	3,500	720	500	500	5,220
	41	Metal Stamping NC II	294	37	7,000	2,220	500	500	10,220
	42	Mold Making NC II	106	14	10,000	840	500	500	11,840

Sector	No.	TVET Qualification Title	No. of Training Hours	No. of Training Days	Training Cost (PhP)	Student Allowance (PhP)	Book Allowance (PhP)	Assessment Fee (PhP)	Per Capita Cost (PhP)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10=6+7+8+9)
Automotive	43	Painting Machine Operation NC II	178	23	6,500	1,380	500	500	8,880
	44	Plastic Machine Operation NC II	143	18	10,000	1,080	500	500	12,080
	45	Plastic Machine Operation NC III	145	19	12,000	1,140	500	500	14,140
	46	Process Inspection NC II	98	13	3,500	780	500	500	5,280
	47	Process Inspection NC III	85	11	5,000	660	500	500	6,660
	48	Tinsmithing (Automotive Manufacturing) NC II	126	16	10,000	960	500	500	11,960
Construction	49	Carpentry NC II	162	21	7,000	1,260	500	600	9,360
	50	Carpentry NC III	364	46	7,000	2,760	500	400	10,660
	51	Construction Painting NC II	178	23	5,500	1,380	500	700	8,080
	52	Construction Painting NC III	202	26	5,500	1,560	500	400	7,960
	53	Electrical Installation and Maintenance NC II	196	25	5,000	1,500	500	1,250	8,250
	54	Electrical Installation and Maintenance NC III	160	20	6,000	1,200	500	1,430	9,130
	55	Electrical Installation and Maintenance NC IV	516	65	9,000	3,900	500	500	13,900
	56	Heavy Equipment Servicing (Mechanical) NC II	362	46	10,000	2,760	500	400	13,660
	57	HEO (Articulated Off-Highway Dump Truck) NC II	122	16	15,000	960	500	500	16,960
	58	HEO (Backhoe Loader) NC II	122	16	15,000	960	500	500	16,960
	59	HEO (Bulldozer) NC II	156	20	15,000	1,200	500	500	17,200
	60	HEO (Concrete Pump) NC II	122	16	10,000	960	500	500	11,960
	61	HEO (Container Stacker) NC II	122	16	10,000	960	500	500	11,960
	62	HEO (Crawler Crane) NC II	156	20	15,000	1,200	500	500	17,200
	63	HEO (Forklift) NC II	156	20	10,000	1,200	500	500	12,200
	64	HEO (Gantry Crane) NC II	106	14	10,000	840	500	500	11,840
	65	HEO (Hydraulic Excavator) NC II	156	20	15,000	1,200	500	500	17,200
	66	HEO (Motor Grader) NC II	156	20	15,000	1,200	500	500	17,200
	67	HEO (Paver) NC II	122	16	10,000	960	500	500	11,960
	68	HEO (Rigid Off-Highway Dump Truck) NC II	162	21	15,000	1,260	500	500	17,260
	69	HEO (Rigid On-Highway Dump Truck) NC II	122	16	10,000	960	500	500	11,960
	70	HEO (Road Roller) NC II	162	21	10,000	1,260	500	500	12,260
	71	HEO (Rough Terrain Crane) NC II	156	20	15,000	1,200	500	500	17,200
	72	HEO (Tower Crane) NC II	156	20	10,000	1,200	500	500	12,200
	73	HEO (Transit Mixer) NC II	122	16	15,000	960	500	500	16,960
	74	HEO (Truck Mounted Crane) NC II	156	20	10,000	1,200	500	500	12,200
	75	HEO (Wheel Loader) NC II	156	20	15,000	1,200	500	500	17,200
	76	Masonry NC II	258	33	6,000	1,980	500	500	8,980
	77	Masonry NC III	364	46	8,000	2,760	500	500	11,760
	78	Pipefitting NC II	202	26	5,000	1,560	500	500	7,560
	79	Plumbing NC II	202	26	7,000	1,560	500	1,200	10,260
	80	Plumbing NC III	248	31	8,000	1,860	500	1,400	11,760
	81	PV System Design NC III	148	19	7,000	1,140	500	500	9,140
	82	PV Systems Installation NC II	284	36	7,000	2,160	500	500	10,160
83	PV Systems Servicing NC III	158	20	9,000	1,200	500	500	11,200	
84	Reinforcing Steel Works NC II	162	21	9,000	1,260	500	500	11,260	
85	Scaffold Erection NC II	162	21	7,500	1,260	500	500	9,760	
86	Structural Erection NC II	162	21	6,500	1,260	500	500	8,760	
87	Technical Drafting NC II	206	26	5,000	1,560	500	500	7,560	
88	Tile Setting NC II	82	11	6,000	660	500	500	7,660	

Sector	No.	TVET Qualification Title	No. of Training Hours	No. of Training Days	Training Cost (PhP)	Student Allowance (PhP)	Book Allowance (PhP)	Assessment Fee (PhP)	Per Capita Cost (PhP)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10=6+7+8+9)
Metals And Engineering	89	CAD/CAM Operation NC III	234	30	2,500	1,800	500	500	5,300
	90	CNC Lathe Machine Operation NC II	236	30	5,000	1,800	500	500	7,800
	91	CNC Lathe Machine Operation NC III	234	30	5,000	1,800	500	500	7,800
	92	CNC Milling Machine Operation NC II	236	30	5,000	1,800	500	500	7,800
	93	CNC Milling Machine Operation NC III	234	30	5,000	1,800	500	500	7,800
	94	Flux Cored Arc Welding (FCAW) NC II	268	34	10,000	2,040	500	2,600	15,140
	95	Flux Cored Arc Welding (FCAW) NC III	148	19	15,000	1,140	500	500	17,140
	96	Gas Metal Arc Welding (GMAW) NC II	268	34	9,000	2,040	500	2,600	14,140
	97	Gas Metal Arc Welding (GMAW) NC III	148	19	15,000	1,140	500	500	17,140
	98	Gas Tungsten Arc Welding (GTAW) NC II	268	34	10,000	2,040	500	1,500	14,040
	99	Gas Tungsten Arc Welding (GTAW) NC IV	294	37	10,000	2,220	500	500	13,220
	100	Gas Welding NC II	312	39	8,000	2,340	500	600	11,440
	101	Machining NC II	337	43	7,000	2,580	500	600	10,680
	102	Machining NC III	342	43	7,000	2,580	500	500	10,580
	103	Shielded Metal Arc Welding (SMAW) NC II	268	34	10,000	2,040	500	1,950	14,490
	104	Shielded Metal Arc Welding (SMAW) NC III	120	15	15,000	900	500	2,960	19,360
	105	Shielded Metal Arc Welding (SMAW) NC IV	168	21	15,000	1,260	500	4,200	20,960
106	Submerged Arc Welding (SAW) NC II	194	25	10,000	1,500	500	600	12,600	
107	Tool and Die Making NC II	598	75	9,000	4,500	500	500	14,500	
Heating, Ventilation, Airconditioning and Refrigeration	108	Air duct Servicing NC II	596	75	10,000	4,500	500	300	15,300
	109	RAC (PACU-CRE) Servicing NC III	226	29	10,000	1,740	500	500	12,740
	110	RAC Servicing (DomRAC) NC II	480	60	10,000	3,600	500	500	14,600
	111	Transport RAC Servicing NC II	212	27	10,000	1,620	500	900	13,020
	112	Ice Plant Refrigeration Servicing NC III	672	84	10,000	5,040	500	400	15,940
Utilities	113	Diesel Power Plant Maintenance NC III	352	44	15,000	2,640	500	500	18,640
	114	Diesel Power Plant Operation and Maintenance II	262	33	10,000	1,980	500	500	12,980
	115	Diesel Power Plant Operation and Maintenance NC III	302	38	10,000	2,280	500	500	13,280
	116	Electric Power Distribution Line Construction NC II	306	39	10,000	2,340	500	500	13,340
	117	Transmission Line Installation and Maintenance NC II	646	81	10,000	4,860	500	500	15,860
	118	Transmission Line Installation and Maintenance NC III	210	27	10,000	1,620	500	500	12,620
Electronics	119	Electronics Products Assembly and Servicing NC II	260	33	7,000	1,980	500	535	10,015
	120	Computer Systems Servicing NC II	280	35	7,000	2,100	500	610	10,210
	121	Consumer Electronics Servicing NC III	176	22	6,000	1,320	500	400	8,220
	122	Consumer Electronics Servicing NC IV	176	22	6,000	1,320	500	400	8,220
	123	Electronics Production Line - Back End Operation Level 1	72	9	5,800	540	500		6,840
	124	Electronics Production Line - SMT Operation Level 1	80	10	5,800	600	500		6,900
	125	Instrumentation and Control Servicing NC II	238	30	10,000	1,800	500	400	12,700
	126	Instrumentation and Control Servicing NC III	176	22	8,000	1,320	500	500	10,320
	127	Instrumentation and Control Servicing NC IV	170	22	8,000	1,320	500	500	10,320
	128	Mechatronics Servicing NC II	158	20	8,000	1,185	500	725	10,410
	129	Mechatronics Servicing NC III	196	25	8,000	1,500	500	800	10,800
	130	Mechatronics Servicing NC IV	200	25	10,000	1,500	500	1,000	13,000

Sector	No.	TVET Qualification Title	No. of Training Hours	No. of Training Days	Training Cost (PhP)	Student Allowance (PhP)	Book Allowance (PhP)	Assessment Fee (PhP)	Per Capita Cost (PhP)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10=6+7+8+9)
Footwear and Leathersgoods	131	Footwear Making NC II	682	85	8,000	5,100	500	600	14,200
Furniture and Fixtures	132	Furniture Making (Finishing) NC II	212	27	5,000	1,620	500	500	7,620
Garments	133	Dressmaking NC II	275	35	3,500	2,100	500	420	6,520
	134	Industrial Sewing Machine Operation	120	15	6,000	900	500		7,400
	135	Tailoring NC II	275	35	3,500	2,100	500	400	6,500
Processed Food & Beverages	136	Fish Products Packaging NC II	152	19	5,000	1,140	500	500	7,140
	137	Food Processing NC II	552	69	3,500	4,140	500	500	8,640
	138	Food Processing NC III	900	113	7,000	6,780	500	500	14,780
	139	Food Processing NC IV	576	72	8,000	4,320	500	500	13,320
140	Slaughtering Operations NC II	280	35	20,000	2,100	500	350	22,950	
Pyrotechnics	141	Pyrotechnics NC II	242	31	8,000	1,860	500	600	10,960
Information and Communication Technology	142	Finishing Course for Legal Transcriptionist NC II	160	20	5,000	1,200	500		6,700
	143	Medical Transcription NC II	396	50	10,000	3,000	500	250	13,750
	144	Contact Center Services NC II	144	18	6,000	1,080	500		7,580
	145	Cable TV Installation NC II	362	46	7,000	2,760	500	500	10,760
	146	Cable TV Operation and Maintenance NC III	692	87	9,000	5,220	500	500	15,220
	147	Career Entry Course For Software Developer NC IV							
	148	- JAVA	240	30	30,000	1,800	500		32,300
	149	- Microsoft. Net	240	30	30,000	1,800	500		32,300
	150	- Legacy System/COBOL	280	35	30,000	2,100	500		32,600
	151	- Oracle	160	20	30,000	1,200	500		31,700
	152	- RPG	240	30	30,000	1,800	500		32,300
	153	2D Animation NC III	840	105	25,000	6,300	500	500	32,300
	154	3D Animation NC III	1,040	130	35,000	7,800	500	500	43,800
	155	Animation NC II	516	65	15,000	3,900	500	500	19,900
	156	Broadband Installation (Fixed Wireless System) NC II	116	15	5,000	900	500	500	6,900
	157	Game Programming NC III	1,234	155	35,000	9,300	500	500	45,300
	158	Creative Web Design	102	13	30,000	780	500		31,280
159	Web Development	108	14	30,000	840	500		31,340	
160	Visual Graphic Design NC III	487	61	10,000	3,660	500	500	14,660	
161	Telecom OSP and Subscriber Line Installation (Copper Cable/POTS and DSL) NC II	480	60	12,000	3,600	500	500	16,600	
162	Telecom OSP Installation (Fiber Optic Cable) NC II	320	40	12,000	2,400	500	500	15,400	
Tourism (Hotels and Restaurant)	163	Attraction & Theme Parks Operation NC II	126	16	7,000	960	500	500	8,960
	164	Barista NC II	178	23	5,000	1,380	500	735	7,615
	165	Bartending NC II	326	41	5,000	2,460	500	800	8,760
	166	Bread and Pastry Production NC II	141	18	3,500	1,080	500	400	5,480
	167	Cookery NC II	316	40	8,000	2,400	500	1,300	12,200
	168	Commercial Cooking NC III	244	31	9,000	1,860	500	500	11,860
	169	Commercial Cooking NC IV	260	33	10,000	1,980	500	500	12,980
	170	Events Management Services NC III	108	14	7,000	840	500	500	8,840
	171	Food and Beverage Services NC II	356	45	3,500	2,700	500	500	7,200
	172	Food and Beverage Services NC III	230	29	5,000	1,740	500	500	7,740
	173	Food and Beverage Services NC IV	140	18	6,000	1,080	500	500	8,080
	174	Front Office Services NC II	442	56	3,500	3,360	500	535	7,895
	175	Housekeeping NC II	436	55	5,000	3,300	500	620	9,420
	176	Housekeeping NC III	76	10	6,000	600	500	500	7,600
	177	Housekeeping NC IV	112	14	7,000	840	500	500	8,840
	178	Local Guiding Services NC II	196	25	3,500	1,500	500	750	6,250
	179	Tourism Promotion Services NC II	76	10	5,000	600	500	490	6,590
	180	Travel Services NC II	328	41	3,500	2,460	500	470	6,930

Sector	No.	TVET Qualification Title	No. of Training Hours	No. of Training Days	Training Cost (PhP)	Student Allowance (PhP)	Book Allowance (PhP)	Assessment Fee (PhP)	Per Capita Cost (PhP)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10=6+7+8+9)
Land Transportation	181	Driving (Passenger Bus/Straight Truck) NC III	122	16	5,000	960	500	200	6,660
	182	Driving (Articulated Vehicle) NC III	108	14	5,000	840	500	200	6,540
	183	Driving NC II	118	15	3,500	900	500	200	5,100
Wholesale and Retail Trading	184	Customer Services NC II	156	20	5,000	1,200	500	500	7,200
Health, Social & Other Community Development Services	185	Health Care Services							
	186	Barangay Health Services NC II	560	70	5,000	4,200	500	400	10,100
	187	Biomedical Equipment Services NC II	960	120	10,000	7,200	500	350	18,050
	188	Dental Hygiene NC IV	3,499	438	40,000	26,280	500	500	67,280
	189	Dental Laboratory Technology Services (Fixed Dentures/ Restorations) NC II	808	101	10,000	6,060	500	500	17,060
	190	Dental Laboratory Technology Services (Removable Dentures/Appliances) NC II	1,446	181	10,000	10,860	500	500	21,860
	191	Dental Technology NC IV	4,555	570	50,000	34,200	500	500	85,200
	192	Emergency Medical Services NC II	280	35	17,000	2,100	500	400	20,000
	193	Health Care Services NC II	996	125	5,000	7,500	500	510	13,510
	194	Hilot (Wellness Massage) NC II	120	15	5,000	900	500	500	6,900
	195	Massage Therapy NC II	700	88	7,000	5,280	500	465	13,245
	196	Ophthalmic Lens Services NC II	254	32	8,000	1,920	500	500	10,920
	197	Pharmacy Services NC III	1,048	131	10,000	7,860	500	750	19,110
	198	Spa Therapy	560	70	7,000	4,200	-	500	11,700
	199	Caregiving NC II	786	99	18,000	5,940	500	500	24,940
200	Household Services								
201	Domestic Work NC II	218	28	5,000	1,680	500	635	7,815	
202	Personal Care								
Health, Social & Other Community Development Services	203	Beauty Care NC II	1,098	138	5,000	8,280	500	600	14,380
	204	Beauty Care NC III	398	50	6,000	3,000	500	600	10,100
	205	Beauty Care Services (Nail Care) NC II	216	27	5,000	1,620	500	500	7,620
	206	Beauty Care Services (Nail Care) NC III	198	25	6,000	1,500	500	500	8,500
	207	Hair Dressing NC II	656	82	5,000	4,920	500	600	11,020
	208	Hair Dressing NC III	438	55	6,000	3,300	500	600	10,400
	209	Security Services							
	210	Security Services NC II	223	28	5,000	1,680	500	200	7,380
	211	Others							
	212	Community Disaster Management	120	15	5,000	900	500		6,400
	213	Bookkeeping NC III	292	37	5,000	2,220	500	500	8,220
214	Microfinance Technology NC II	403	51	5,000	3,060	500	500	9,060	
215	Offset Printing Press Operation	212	27	13,500	1,620	500		15,620	
216	Pre-press Operation	212	27	13,500	1,620	500		15,620	
Visual Arts	217	Illustration NC II	234	30	5,000	1,800	500	500	7,800
	218	Photography NC II	132	17	7,000	1,020	500	500	9,020

**2018 Private Education Student Financial Assistance (PESFA)
Schedule of Costs per Bundled Qualifications**

Sector	No.	TVET Qualification Title	No. of Training Hours	No. of Training Days	Training Cost (PhP)	Student Allowance (PhP)	Assessment Fee (PhP)	Book Allowance (PhP)	Per Capita Scholarship Cost (PhP)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)=(6+7+8+9)
Metals and Engineering	1	FITTER MACHINIST							
		Shielded Metal Arc Welding (SMAW) NC II	434	73	17,500.00	8,760.00	1,950.00	2,000.00	43,060.00
		Machining NC II	439	73	12,250.00		600.00		
Heating, Ventilation, Airconditioning and Refrigeration	2	RAC MECHANIC							
		RAC Servicing (DomRAC) NC II	374	63	15,000.00	10,380.00	500.00	2,000.00	37,880.00
		Electrical Installation and Maintenance NC II	661	110	8,750.00		1,250.00		
Automotive	3	AUTOMOTIVE MECHANIC							
		Automotive Servicing NC I	557	93	7,000.00	14,640.00	450.00	2,000.00	33,540.00
		Automotive Servicing NC II	906	151	8,750.00		700.00		
Electronics	4	ELECTRO-MECHANICAL TECHNICIAN							
		Electrical Installation and Maintenance NC II	374	63	8,750.00	7,500.00	1,250.00	2,000.00	34,225.00
		Mechatronics Servicing NC II	370	62	14,000.00		725.00		

Note: The scholar is required to undergo On-the-Job Training (OJT) for a minimum of 73 days for each qualification.

**Technical Education and Skills Development Authority
2018 Private Education Student Financial Assistance (PESFA)
QUALIFICATION MAP (QM)**

QM Number.: Ex.: PESFA-QM-2018-0128-0001
(to be filled out by TESDA RO using the prescribed Coding System for Approved QM)

Region: _____
Province/District: _____
Name of TVI: _____
TVI's Complete Address: _____
TVI's Landline: _____

TVI's Cellphone No.: _____

TVI's Email Address: _____

QM Qualification Code	Scholarship Grant Certificates (SGCs) Serial Number		Qualification Title	CTPR No.	Name of Trainer	NTTC for WTR Programs/TMC for NTR Programs Number	No. of Slots (per Batch)	Indicative Date of Training & Assessment (per Batch)			COSTING					TOTAL AMOUNT				Remarks	
	From	To						Start	End	Date of Assessment	Training Cost (PhP)	Student Allowance (PhP)	Book Allowance (PhP)	Assessment Fee (PhP)	Per Capita Cost (PhP)	Total Training Cost (PhP)	Total Student Allowance (PhP)	Total Book Allowance (PhP)	Total Assessment Fee (PhP)		Total Amount (PhP)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16=12+13+14+15)	(17=12*8)	(18=13*8)	(19=14*8)	(20=15*8)	(21=17+18+19+20)	(22)
PESFA-QM-2018-0128-0001-1																					
PESFA-QM-2018-0128-0001-2																					
PESFA-QM-2018-0128-0001-3																					
PESFA-QM-2018-0128-0001-4																					
PESFA-QM-2018-0128-0001-5																					
TOTAL:																					

Submitted by:

Recommended by:

Approved by:

School Administrator

Provincial Director

Regional Director

2018 Private Education Student Financial Assistance (PESFA)

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S. S.

AFFIDAVIT OF UNDERTAKING

I, _____,

(name of duly authorized representative of TVI including personal circumstance) (position),

of _____ with office address at _____
(Name of TVI) (Complete Address)

_____ after having been sworn into an oath in accordance with the law do hereby depose and say that in accordance with the **IMPLEMENTING GUIDELINES FOR 2018 PRIVATE EDUCATION STUDENT FINANCIAL ASSISTANCE (PESFA)** embodied in TESDA Circular No. _____, Series of 2018, issued on _____, hereby commit to the following:

1. Promote and advocate the PESFA specially the bundled qualifications;
2. Conduct the training program upon submission of this **Notarized Affidavit of Undertaking**;
3. Inform and admit in the enrollment the selected scholarship grantees as identified by TESDA Provincial Office;
4. Ensure that each scholar shall undergo pre-qualification process in accordance with the industry pre-hiring requirements as applicable;
5. Check the Profile of the Trainees in the Application Forms if the same is properly, completely and legibly filled out;
6. Conduct, in coordination with the TESDA Provincial Office, the **Training Induction Program (TIP)** before the implementation of any training program;
7. Ensure that scholars fully understand the provisions in the **Commitment of Undertaking**;
8. Submit to the TESDA Provincial Office the **Enrollment Report** within thirty (30) calendar days after the start of training program while **Terminal Report** shall be submitted within fifteen (15) calendar days after the end of training period;
9. Integrate entrepreneurship training in the training program;
10. Shall not exact additional fees from the scholars;
11. Motivate and nurture the scholars to maintain One Hundred Percent (100%) completion of the training program;
12. Allow at least Eighty Percent (80%) attendance and participation of the scholars to qualify for completion of the training program;
13. Immediately after the training, ensure that 100% of the scholars shall undergo the mandatory Competency Assessment for Qualifications with Training Regulations (TRs) with Competency Assessment Tools (CATs) with the accredited assessment centers and assessors for the successful PESFA graduates;
14. Institutionalize a functional Job Linkaging and Networking Services (JOLiNS)—a delivery platform to facilitate job hunting for TVET graduates and alumni by providing them services and information to land a job;
15. Institutionalize effective monitoring system/database to establish reliable status reports such as but not limited to employment reports of the scholars-graduates;
16. Maintain the requirements of TESDA on absorptive capacity, employment rate and utilization rate; and

16. Submit to TESDA for purposes of facilitating claims for payment the following supporting documents:
 - 16.1. Billing Statement;
 - 16.2. MIS 03-02 Terminal Report duly signed by the TVI's authorized signatories;
 - 16.3. Daily Attendance Sheet (for the duration of the training) signed by the trainer; and
 - 16.4. Certified True Copy of the RWAC for the payment of assessment fees where applicable;
 - 16.5. TESDA copy of the PESFA Scholarship Grant Certificates duly signed by the concerned officials.
17. Cooperate and allow TESDA to conduct on-the-spot random audits on the ongoing PESFA scholarship programs of the TVI where the subjects of inspection are the TVI's compliance with the required facilities, equipment, attendance and eligibility of trainers, acceptance of methods of training being conducted, updated government registrations and licenses to operate, TVET Program Registration and attendance of trainees, among others.

Nonetheless, in all instances, due process must be observed at all times.

*(Signature of Authorized Representative over Printed Name)

**SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF
_____ AFFIANT EXHIBITING TO ME HIS/HER _____ ISSUED ON**

AT _____
Doc. No. _____
Page No. _____
Book No. _____
Series of 2018

NOTARY PUBLIC

*The signatory must be duly authorized by the institution (TVI). Since the TVI is a corporation, there must be a Board Resolution authorizing the representative to sign for and in behalf of the TVI which will include the QM and required reports on PESFA

Coding System for Approved PESFA QM

QM Number						QM Qualification Code per Approved Qualification
1 st line	2 nd line	3 rd line	4 th line	5 th line	6 th line	
Type of Scholarship Program	QM	Calendar Year	TESDA Regional Office	TESDA Provincial Office	Sequence Number of Approved QM	QM Number + QM Qualification Code: Coding to be used: 1 to 1000

QM Number: **PESFA-QM-2018-0128-0001**

PESFA -Scholarship Program
 QM -Qualification Map
 2018 -Calendar Year
 01 -TESDA I
 28 -TESDA Ilocos Norte
 01 -Sequence Number of Approved QM

QM Qualification Code: **PESFA-QM-2018-0128-0001-1**

PESFA -Scholarship Program
 QM -Qualification Map
 2018 -Calendar Year
 01 -TESDA I
 28 -TESDA Ilocos Norte
 01 -Sequence Number of Approved QM
 1 -QM Qualification Code

Note: **Each line is separated by a dash (-).**

The Regional and Provincial Codes shall be in accordance with the Unified Accounts Codes Structures (UACS) Manual. In the absence of the Regional/Provincial Codes for some Regions/Provinces, the following codes shall be adopted:

TESDA NCR	CaMaNaVA-01 Manila-02 MuntiParLasTaPat-03 PaMaMaRiSan-04 PasMak-05 Quezon City-06
TESDA IX	Zamboanga City-73 Isabela City-07

2018 Private Education Student Financial Assistance (PESFA) Budget Allocation per Region						
Region	Number of Completers/ Promotees/ Graduates SY 2012-2013	Poverty Incidence (%) CY 2012	Expected Number of Poor High School Graduates $C=(A*B)/100$	% Share $D=C/\text{Sum of } C*100$	Total Budget Allocation (PhP)	Estimated Target (@P18,000 pcc)
<i>a</i>	<i>b</i>	<i>c</i>	$d=b*c/100$	$e=d/\text{sum of } c*100$	<i>f</i>	<i>g</i>
NCR	134,739	3.9	5,255	1.88	3,752,000.00	208
CAR	17,788	22.8	4,056	1.45	2,895,000.00	161
Region I	63,920	18.5	11,825	4.22	8,442,000.00	469
Region II	42,070	22.1	9,297	3.32	6,637,000.00	369
Region III	120,931	12.9	15,600	5.57	11,137,000.00	619
Region IV-A	148,070	10.9	16,140	5.76	11,522,000.00	640
Region IV-B	38,047	31	11,795	4.21	8,420,000.00	468
Region V	75,585	41.1	31,065	11.09	22,178,000.00	1,232
Region VI	94,463	29.1	27,489	9.81	19,624,000.00	1,090
Region VII	82,059	30.2	24,782	8.85	17,692,000.00	983
Region VIII	55,871	45.2	25,254	9.01	18,029,000.00	1,002
Region IX	40,872	40.1	16,390	5.85	11,701,000.00	650
Region X	43,464	39.5	17,168	6.13	12,256,000.00	681
Region XI	46,639	30.7	14,318	5.11	10,222,000.00	568
Region XII	46,718	44.7	20,883	7.45	14,908,000.00	828
CARAGA	31,815	40.3	12,821	4.58	9,153,000.00	509
ARMM	28,697	55.8	16,013	5.72	11,432,000.00	635
TOTAL	1,111,748		280,151	100.00	200,000,000.00	11,111

Note: PESFA allocation distribution is based on the Government Secondary Schools Number of Completers/ Promotees/ Graduates and SY 2012-2013 (DepEd-Enhanced Basic Education Information System) and 2012 Estimated Poverty Incidence (PSA).