



CATHOLIC EDUCATIONAL ASSOCIATION OF THE PHILIPPINES

National Capital Region (CEAP-NCR)

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DATE : 22 JANUARY 2010

TO : Heads of CEAP/MAPSA Schools

FROM : MSGR. GERARDO O. SANTOS, Ed. D.
President, CEAP

RE : CERTIFICATE IN CATHOLIC SCHOOL LEADERSHIP (CCSL)

Greetings in the spirit of communicating the Faith!

We are happy to inform you that the CCSL for **principals, assistant principals, department/area chairpersons, coordinators and program heads** of Catholic schools initially offered in April 2008 (Batch 1) and again in 2009 (Batch 2) will be offered to Batch 3 in April 2010. Program participants of the past two summers agree that the course was worth the time, effort and resources they invested in the program which provided them a comprehensive presentation/ review and discussion of theories, models and practical application of school leadership, administration, and management in the context of Catholic education. Moreover, the CCSL enables the participants to gain greater confidence in doing their respective jobs and in facing the challenge that confronts persons in leadership positions.

The program is intended solely for incumbent top and middle management administrators or certain to-be-appointed administrators whose academic training did not include management and administration of Catholic schools. It is likewise an opportunity to update for the administrators who acquired administrative training more than 10 years ago.

In this light, we invite you to send participants to the 2010 Summer CCSL. Judging from the queries regarding the program, we anticipate that the number of applicants this summer shall again exceed forty (40), thus, we are scheduling the program for two groups of 40 each:

| Group 1 | Group 2 |
|--|--|
| April 7-23, 2010 excluding April 9, Saturdays and Sundays 8:00 a.m. - 5:00 p.m. at St. Joseph's College 195 E. Rodriguez Sr. Boulevard, Quezon City | April 12-28, 2010 excluding Saturdays and Sundays 8:00 a.m. - 5:00 p.m. at The Nazarene Catholic School 1053 R. Hidalgo St., Quiapo, Manila |

Enclosed is the brochure for your perusal. Kindly have your applicant(s) (each) fill an Application Form (copy herewith which you may re-print) and have this/these **emailed or faxed on or before 28 February 2010 to our office c/o Marte Imbuido at 564.3712-13; 564.4084; marte@mapsa.edu.ph**.

Marte shall confirm your applicant's' participation as soon as his/her/their application paper(s) has/have been processed.

Thereafter if confirmed, please remit to this office on or before 16 March 2010 the registration fee of twelve thousand (**P12, 000.00**) pesos per participant. This fee shall cover expense for honoraria, CCSL module materials, venue, sundries and contingences, lunch and 2 snacks per day for the duration of the program. You may deposit the amount due at **CEAP-NCR BPI # 0291-0388-83** and send to us a copy of the deposit slip either by fax or a scanned copy by e-mail.

Should the turn-out be more than we can accommodate, applicants shall be confirmed on a "first come basis".

Please address whatever questions you may have regarding 2010 CCSL to Marte.

Thank you very much.

God bless