



University of San Jose-Recoletos  
College of Education and Graduate School of Education

Basak, Pardo, Cebu City  
Tel. No. (032)272-8966 loc. 143; Fax No. (032)417-9512  
Center of Excellence in Teacher Education



**Department Of Teacher Education**

20 August 2019

**DR. GREGG VICTOR D. GABISON**

Dean, College and Graduate School of ICCT  
University of San Jose – Recoletos

Dear Dr. Gabison:

Josenian Greetings!

I would like to take this opportunity to thank you for your constant support in all our department's endeavors. Your trust and confidence in us makes us INSPIREd to pursue with our efforts for quality and excellent teacher education – all for the glory of USJ-R, we humbly remain.

I am writing this letter to inform you of our course programs and offerings which your teachers, students, and teachers' and students' parents and relatives can enroll. With this, I would like to ask your help to endorse these to them in any way you possibly can. This would be a great opportunity to extend our service to the community through these responsive programs. Enrolment to these programs may also serve as continuing professional development for your faculty as well.

Attached are marketing materials for **Diploma in Professional Education** and **Diploma in Professional Education with concentration in Catechism** which are offered this Second Semester 2019-2020 (starting November 2019) and **Graduate School of Education Programs** which are offered this Second Trimester 2019-2020 (starting October 2019). If you or anyone interested have questions and concerns, we may be contacted at (032) 417-9512, (032) 417-9500, [tec@usjr.edu.ph](mailto:tec@usjr.edu.ph), and [dote@usjr.edu.ph](mailto:dote@usjr.edu.ph).

Again, thank you so much! Cor Unum in Deum!

Sincerely yours,

**Mr. Ionell Jay R. Terogo, LPT, MEd**  
Chairperson

Noted by:

**Dr. Jestoni P. Babia**

Dean, College and Graduate School of Education

Endorsed by:

**Rev. Fr. Leo G. Alaras, OAR**

VP for Academics/Coordinator, GS Programs

# YOU HAVE JUST EARNED YOUR BACHELOR'S DEGREE. NOW WHAT?

You can expand your career opportunities to the field of education. For just one (1) semester of teacher training, you can already be eligible to take the licensure exams for teachers. We hold our classes every Sunday only to fit your work schedule.

Take the **DIPLOMA IN PROFESSIONAL EDUCATION**

## BE A TEACHER!

Hurry! See Ms. Argin Abadiano at the COE Office or call 417-9512 for inquiries.



University of San Jose - Recoletos  
**COLLEGE OF EDUCATION**

ARE YOU A **CATECHIST** OR A **RELIGION TEACHER** BUT DON'T HAVE A TEACHER'S LICENSE YET?

Enrol in the

## Diploma in Professional Education with concentration in Catechism!

Take units in Professional and Religious Education for a year and you may take the next LPT Board Exam right after.



**Be the next LICENSED JOSENIAN EDUCATOR!**



Hurry! See **Ms. Argin** at the COE Office or contact her at (032) 417-9512.

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**COLLEGE OF EDUCATION**

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# USJ-R GRADUATE SCHOOL

ENROLMENT REQUIREMENTS & OTHER INFORMATION

## MASTERS and DOCTORATE

## REQUIREMENTS

### NON/TRANSFEREE STUDENTS (NON-ALUMNI)

- HONORABLE DISMISSAL/TRANSFER CREDENTIALS
- LAST SCHOOL ATTENDED (ORIGINAL AND 2 PHOTOCOPIES)
- 3 PHOTOCOPIES OF TRANSCRIPT OF RECORDS
- 2 PCS. 2X2 COLORED PICTURES (ANY BACKGROUND)
- NSO BIRTH CERTIFICATE (ORIGINAL AND PHOTOCOPY)
- CERTIFICATE OF EMPLOYMENT (AT LEAST 1 YEAR EXPERIENCE)

### CONTINUING STUDENTS/USJ-R GRADUATES

- PHOTOCOPY OF USJ-R TRANSCRIPT OF RECORDS
- 3 PCS. 2X2 COLORED PICTURES (ANY BACKGROUND)
- NSO BIRTH CERTIFICATE (ORIGINAL AND PHOTOCOPY)
- CERTIFICATE OF EMPLOYMENT (AT LEAST 1 YEAR)

### NEW/TRANSFEREE STUDENTS (NON-ALUMNI)

- HONORABLE DISMISSAL/TRANSFER CREDENTIALS
- LAST SCHOOL ATTENDED (ORIGINAL AND 2 PHOTOCOPIES)
- 3 PHOTOCOPIES OF TRANSCRIPT OF RECORDS
- 2 PCS. 2X2 COLORED PICTURES (ANY BACKGROUND)
- NSO BIRTH CERTIFICATE (ORIGINAL AND PHOTOCOPY)
- CERTIFICATE OF EMPLOYMENT (AT LEAST 1 YEAR EXPERIENCE)

### CONTINUING STUDENTS/USJ-R GRADUATES

- PHOTOCOPY OF USJ-R TRANSCRIPT OF RECORDS
- 3 PCS. 2X2 COLORED PICTURES (ANY BACKGROUND)
- NSO BIRTH CERTIFICATE (ORIGINAL AND PHOTOCOPY)

MASTERS      DOCTORATE

## SCHEDULE of CLASSES

### MASTERS

#### WEEKDAYS (MON-FRI)

TIME - 5:30 to 9 PM

#### WEEKEND (SATURDAY)

TIME - 7:30 to 11AM

11AM to 2:30PM

2:30 to 6PM

6 to 9:30PM

\*ONE SUBJECT WILL MEET ONCE A WEEK  
(3 and ½ hours)

### DOCTORATE

\*ONE SUBJECT WILL MEET ONCE IN A MONTH  
THREE (3) CONSECUTIVE DAYS

#### (FRIDAYS, SATURDAYS AND SUNDAYS)

##### 1<sup>ST</sup> MEETING - SAT and SUN

FRIDAY SUBJECT - SATURDAY AM ONLY

SATURDAY SUBJECT - SATURDAY PM ONLY

SUNDAY SUBJECT - SUNDAY AM ONLY

##### 2<sup>ND</sup> MEETING to 4<sup>TH</sup> MEETING - FRI to SUN

8:00 AM to 5:00 PM

\*SCHEDULES ARE EVERY 3<sup>RD</sup> WEEK OF THE MONTH

(NOTE: CHANGES OF SCHEDULE MAY OCCUR IF  
THERE ARE CONFLICTS OF INSTITUTIONAL ACTIVITIES  
THAT FALLS ON THE SAME DATE/S)

APPLIES TO BOTH  
**MASTERS AND DOCTORATE  
PROGRAMS**

### SCHEME (TRIMESTRAL)

1<sup>ST</sup> Trimester (June - September)

2<sup>ND</sup> Trimester (October - January)

3<sup>RD</sup> Trimester (February - May)

### COURSE LOAD

Minimum Enrolment (3 units - 1 subject)

Maximum Enrolment (9 units - 3 subjects)

### ESTIMATED SCHOOL FEES WITH INCREASE FOR THE

### SCHOOL YEAR 2018-2019

MASTERS  
3 UNITS - PHP 10,200  
6 UNITS - PHP 16,800  
9 UNITS - PHP 21,700

DOCTORATE  
3 UNITS - PHP 12,850  
6 UNITS - PHP 18,150  
9 UNITS - PHP 23,400

ENTRANCE FEE: PHP 3,000 (DEDUCTIBLE FROM THE TOTAL SCHOOL FEES).  
BALANCE MUST BE PAID IN FULL BEFORE THE TRIMESTER ENDS.

FOR FURTHER INFORMATION, PLEASE FEEL FREE TO COMMUNICATE WITH US THROUGH  
TELEPHONE NUMBERS: (032) 256-2622 or (032) 253-7900 local 246  
EMAIL ADDRESS: [gradschool@usp.edu.ph](mailto:gradschool@usp.edu.ph)



## Course Offerings – Graduate School of Education

- Doctor of Education major in Instructional System and Resource Management
- Master of Arts in Education major in Biology
- Master of Arts in Education major in Educational Administration
- Master of Arts in Education major in English
- Master of Education majors in:  
Chemistry,  
Early Childhood Education,  
Elementary Education,  
Elementary Science Teaching,  
English Language Teaching,
- Filipino Language Teaching,  
Guidance and Counseling,  
Mathematics Teaching, and  
Physical Education and Sports