



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF LABOR AND EMPLOYMENT  
DEPARTMENT OF EDUCATION – CENTRAL OFFICE



SPECIAL PROGRAM FOR THE EMPLOYMENT OF STUDENTS 2016  
APPLICATION FORM

Attach 2x2 picture here

**PERSONAL INFORMATION**

|                |     |             |              |             |
|----------------|-----|-------------|--------------|-------------|
| Full Name      |     |             |              |             |
| Surname        |     | First Name  |              | Middle Name |
| Date of Birth  | Age | Sex         | Civil Status |             |
| Place of Birth |     | Citizenship |              |             |
| Address        |     |             |              |             |
| Landline No    |     |             | Mobile No    |             |
| E-Mail         |     |             |              |             |

**FAMILY BACKGROUND**

|                        |            |
|------------------------|------------|
| Name of Father         | Occupation |
| Weekly Salary Estimate |            |
| Name of Mother         | Occupation |
| Weekly Salary Estimate |            |

Status *Please check which applies.*

|  |                                    |  |          |
|--|------------------------------------|--|----------|
| <input type="checkbox"/> Living Together | <input type="checkbox"/> Separated | <input type="checkbox"/> Deceased Parent | Specify: |
|--|------------------------------------|--|----------|

**EDUCATIONAL BACKGROUND**

| Education  | Name of School | Degree / Level | No. of Units Completed | Inclusive Date of Attendance |
|------------|----------------|----------------|------------------------|------------------------------|
| Secondary  |                |                |                        |                              |
| Tertiary   |                |                |                        |                              |
| Vocational |                |                |                        |                              |

**ADDITIONAL INFORMATION**

Special Skills

How/What do you know about SPES?

Do you have a relative/acquaintance in the DepEd Central Office?

Are you a former SPES? | Yes | No | Where did you get this form?

If accepted, how do you plan to spend your salary?

*I hereby attest that the information above are true and correct to the best of my knowledge, including the attached documents or requirements which I also attest as to their veracity. I agree that any false statement would cause the automatic disqualification or cancellation of the service or grant and I shall refund the amount received and/or pay damages to the Department of Labor and Employment or comply with other sanctions in accordance with law. Any material change in my financial status may affect my eligibility to continue the program.*

Signature of Applicant over Printed Name

After accomplishing this form, e-mail it to [youthformation@deped.gov.ph](mailto:youthformation@deped.gov.ph) with (Last name, First Name) in the Subject Field. A confirmation E-mail containing your interview Schedule and Control Number will be sent to you once the Application Form is received. You will need to print a filled-up copy of this form and the notification E-mail. Bring It with other required documents on the date of your interview.

**GENERAL REQUIREMENTS**

- (Original copy, if applicable, or authenticated / certified true copy of documents should be present for validation)
- Fully accomplished SPES Application Form
- Birth Certificate or any document that could show the applicant's birth date. (NSO/Certified True Copy)
- 2x2 Recent Photo
- Resume / Bio Data
- Income Tax Return (ITR) of both parents -----or-----
- Affidavit duly certified by the BIR that the annual net income of both parents does not exceed PhP. 143,000.00

**SPECIFIC REQUIREMENTS**

For High School Students

- Form 138 (preferably with 4th Grading Marks)

For College Students

- Recent Grades
- School Registration preferable in the second semester
- Form 138

For Out-of-School-Youth (OSY)

- Grades before dropping out of school
- Certificate of Indigence from the Barangay where the OSY resides.