

Supporting Partners:



Bangkok Office
Asia and Pacific Regional
Bureau for Education



Bank of Tokyo-Mitsubishi UFJ

Submission Form of 2013 SEAMEO-Japan ESD Award
Theme: Values Education
The last day for submission of entries: 16 September 2013

- To participate in the 2013 SEAMEO-Japan ESD Award, please submit the information of your school's project/programme/practice/activity on Values Education in English language by using this Submission Form.
- The **digital format of this Submission Form** can be downloaded from the SEAMEO website: www.seameo.org or requested by sending a request to the email address: seameojapan.award@seameo.org.
- The **guidelines for submission of entries** and the **judging criteria** are detailed in page 15-17 of this document.
- Schools must ensure that the SEAMEO Secretariat receives their entries by **16 September 2013**.
- More information, please contact the SEAMEO Secretariat, Bangkok (telephone number: +662 391 0144, fax number: +662 381 2587 and email address: seameojapan.award@seameo.org)

PART I: Details of Your School

- | | |
|--|---------------------------------------|
| 1. Name of your school: | CITE Technical Institute, Inc. |
| 2. Full address: | Purok II, San Jose, Cebu City |
| 3. Postcode: | 6000 |
| 4. Country: | Philippines |
| 5. Telephone number (country code+city code+telephone number): | 63-32-3461611 |
| 6. Fax number (country code+city code+fax number): | 63-32-2362650 |
| 7. Name of the Head Master/ Principal/ School Director: | Engr. Ruben A. Laraya |
| 8. Name of Teacher Coordinator: | Dr. Faustino A. Langahin, Jr. |
| 9. Email address: | langahin.fa@cite.edu.ph |
| 10. School website (if available): | http://cite.edu.ph |
| 11. Educational level (Such as Kindergarten 1 to Grade/Year 9): | TVET - Post Secondary |
| 12. Number of teachers in your school: | 39 |
| 13. Number of students in your school: | 1140 students |
| 14. Please provide the name of teachers and students who were/have been involved in the planning and implementation of this school activity/programme on Values Education. | |

Teachers:

- a) Engr. Ruben A. Laraya (Executive Director and Chairman of Personal Formation/Values Education Council)
- b) Dr. Lloyd Singco (School Catholic Chaplain/Priest)
- c) Dr. Carlo Cuaresma (School Catholic Chaplain/Priest)
- d) Dr. Faustino A. Langahin Jr. (Academic and Formation/Values Education Director)
- e) Dr. Bonifacio N. Mercado Jr. (Industry Linkage Manager/ In-charge for Parents Values Education)
- f) Mr. Dennis E. Barlas (Student Formation Officer/ In-charge for Students Values Education)
- g) Engr. Mariano Francis Xavier Hamoy (Human Resource Officer)
- h) Engr. Carlos Cornejo (Research Office Head)
- i) Mr. Armand Simeon Millan III (Development Office Director)
- j) Mr. Marlon C. Valencia (Scholarship Officer/In-charge for Partner Companies and Scholarship Grantors Values Education)
- k) Engr. Abraham Geraldez (In-charge for Alumni Values Education)
- l) Mr. Renie T. Cavales (Human Resource Staff/ In-charge for Teachers and Staff Values Education)
- m) Five (5) Academic Heads (Co-In-charge of Student Development and Values Formation)
- n) 38 Class Advisers (In-charge for giving the daily advisory values education talks and activities)

Students and Alumni Values Education Formators:

- a) Presidents of Student clubs and organization (36 student leaders)
- b) Presidents of Advisory Classrooms (114 student leaders)
- c) Officers of the CITE Alumni Association (14 alumni leaders)
- d) Cooperating CITE Values Education Mentors (partner companies, alumni, parents, grantors, and friends)
- e) Educhild Foundation (Co-givers of Parents Values Education, comes to CITE 2x a month, 10-12 members per attendance)

PART II: Information about the School's Values Education Activity/Programme

The information of part II from no.1 to 14 should be no longer than nine (9) pages long of A4 in total. The information should be written in Times New Roman font, 11-12 point size.

1. Title of the school's programme

Industrial Technician Program (ITP)

2. Summary of the programme (a half to one page A4)

Founded in 1990, the Center for Industrial Technology and Enterprise (CITE) Technical Institute has been true to its mission of providing top-notch technical and vocational education to the less privileged post-secondary youth in the Visayas and Mindanao. Through the invaluable support from partner industries and some generous groups and individuals who mete out scholarships and capability build-up, CITE has made a difference in the lives of many young men and their immediate families through its hallmark program for technicians (Industrial Technician Program – ITP).

The core of the education for employment and business program is its Values Education Program covering training in family-community, religious-doctrinal and social aspects of human development. The spiritual and religious training are entrusted to the Prelature of Opus Dei, in addition to the regular human formation, advisory and personalized mentoring chats provided by its faculty, staff and alumni. Majority of more than 3, 000 technician graduates of CITE are gainfully employed or engaged in business in the industrial and commercial sectors here in the country and abroad as a result of their values-driven education in CITE. *(Please see attachment #1. Harmony of the Functions in ITP values program)*

In summary, CITE Technical Institute

- Is a school that offers technical skills training to underprivileged but deserving students from the Visayas and Mindanao.
 - Integrates technical training and values formation
 - Offers an industry-based technician curriculum using the Dual Training System and Competency Based Training
- Please see attachment #2. Comprehensive ITP details*

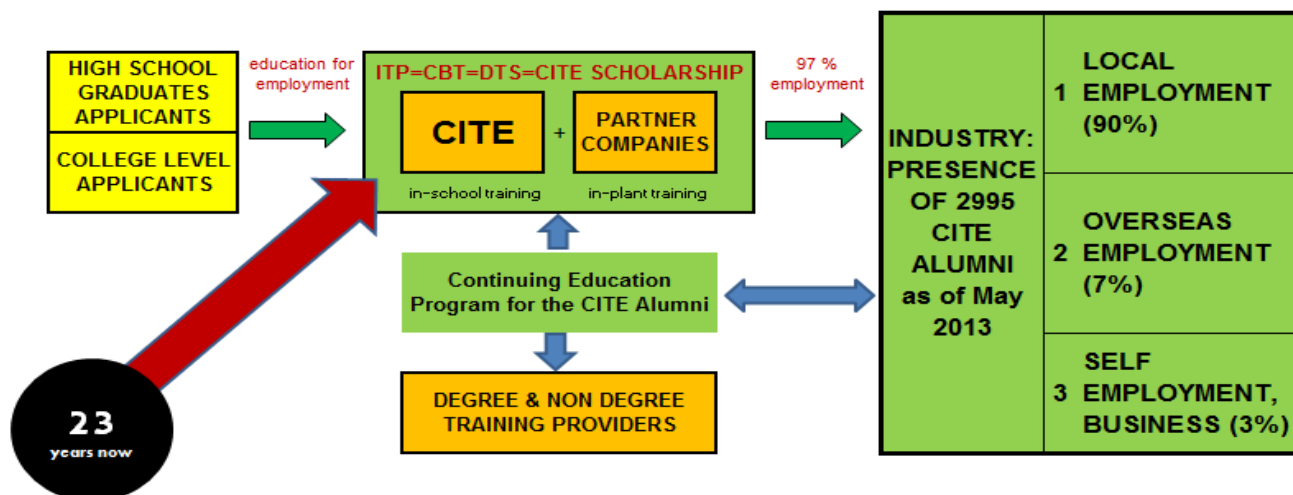
The main Campus is in San Jose, Cebu City, Philippines 6000, while maintaining two regular industry linkage offices inside the Regional Training Center of TESDA near the Asiatown IT Park and Cebu Business Park) and the CITE Industry Office near the Export Processing Zones 1, 2, 3). CITE has more than 54 training partner companies where a student spends 1.5 years of in-plant training receives grants from 150 scholarship grantors here and abroad.

ITP: PROCESS FLOW AND STRUCTURE

INDUSTRIAL TECHNICIAN PROGRAM = DUAL TRAINING SYSTEM + COMPETENCY BASED TRAINING	Start	1	CAMPAIGN & RECRUITMENT	PROFESSIONAL OR ACADEMIC ACTIVITIES: core competencies basic competencies common competencies elective competencies actual work experience	PERSONAL OR VALUES FORMATION ACTIVITIES: profesionalism in work Christian doctrine & piety corporate citizenship family & social dealings culture
		2	ENTRANCE EXAMINATIONS, SUMMER TECHNICIAN ORIENTATION PROGRAM		
		3	SELECTION OF SCHOLARS, ENROLLMENT		
		4	FULL INSCHOOL TRAINING 4 TRIMESTERS		
		6	INPLANT TRAINING 5 TRIMESTERS		
		7	TRADE ASSESSMENTS & DELIBERATIONS		
	End	8	GRADUATION (READY FOR EMPLOYMENT)		

TRAINING PROPER STAGES
NON-TRAINING PROPER STAGES
PLATFORMS
TRAINING ACTIVITIES

CITE Education Model



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Quick Statistics:

- A. TOTAL GRADUATES: 3188 graduates
- B. RETENTION RATE: 95% as of June 2013
- C. EMPLOYMENT RATE: 97% (90 % local, 7% abroad, 3% engaged in business)
- D. PARTNER SCHOOLS: 5 universities for its Continuing Education Programs

There are close to 500 alumni who have finished their bachelors degree programs, mostly in the field of Engineering and technical education.

3. Background information or reasons why the school created this programme

CITE drew inspiration from Bishop Alvaro del Portillo, first Prelate of Opus Dei, on his visit to Cebu in January 1987 when he saw the disparity between the rich and the poor in the city and gave indication to his faithful children in the Philippines to do something for the poor by providing them with the opportunity to work for the material and spiritual needs of their families.

With this noble initiative and support from well-established institutions in the field of education and technical training such as the University of Asia and the Pacific Foundation, Inc., Meralco Foundation, Inc., and Associazione Centro ELIS, as well as other generous financial support from individuals, corporate, government agencies and Non-Government Organizations, CITE became a reality.

Bishop del Portillo indicated to the members of Opus Dei the need to help the family of these underprivileged by giving them employable skills founded on right attitude to life or values. The program should be able to engage business leaders, the founding teachers, potential parents and students. Each will be asked according to his means. This project was designed to be an expression of solidarity, of good will.

4. School vision, mission and core values

School Vision:

We envision CITE Technical Institute, Inc., to be an educational institution that provides technical training to the less privileged youth in a manner that is always deeply rooted in moral and work values, strongly linked with families and industry, and extensively imbued with the entrepreneurial spirit.

School Mission:

The CITE Technical Institute, Inc. is an institution committed to provide training in technical skills and entrepreneurship, values formation, health and social services to the less privileged youth, their families, the local community and the industrial sector of the Visayas and Mindanao. We aim to develop in them a high sense of professionalism and a deep Christian and social oriented spirit.

School Core Values:

All Virtues especially the virtues enumerated in Part 6 Values that the school aims for within the programme and/or definitions

5. Objectives/goals of the programme

At the end of their training in CITE, our Industrial Technician Program (ITP) students would be able to develop within themselves:

1. A deep Christian Spirit (knows how to be truthful, good and pious)
2. Socially Oriented Attitude (soft skills for dealing with others)
3. High sense of professionalism (has livelihood and high productive employability attributes)

Please see attachment #3. Competency checklist for the profile of a CITE graduate

PROFILE OF AN IDEAL CITE GRADUATE

The training that is imparted in CITE should help the students acquire virtues for them to become better persons. Then they can say that they are really CITE graduates. Below are the attributes or profile of an ideal CITE graduate:

1. Christian Identity

- a. A CITE alumnus believes in his dignity as a son of God and he faithfully responds to the demands of the Christian vocation as a sign of his love for God and fellow men.
- b. He sanctifies himself and others through work and in the ordinary daily events and he helps his family and friends become authentic members of the church, respecting always their freedom.
- c. As a Catholic, he is faithful to the church and the Pope and he frequents the sacraments, especially that of the Eucharist and Confession.

2. Human-Cultural attributes

- a. A CITE alumnus continuously strives to acquire all the virtues through a balanced and demanding personal formation and he exhibits exemplary virtues and attitude in work.
- b. He acts in accordance with an upright conscience looking always at the positive side of things
- c. He has respect and affection to authorities, exhibits gentlemanly bearing and courtesy, optimism and cheerfulness
- d. He fosters the spirit of service and concern for others; values friendship, confidence and loyalty
- e. He advocates care for the environment and ecological balance

3. Professionalism

- a. A CITE alumnus is an exemplary worker. He is able to work in a group as a leader and as a member.
- b. He possesses entrepreneurial skills and competence and he believes that learning is a task of a lifetime.
- c. He shows proficiency in the use of technology and open to trends and innovations.
- g. He is creative in problem solving and in applying knowledge and skills.

6. Values that the school aims for within the programme and/or definitions

CITE believes that the heart and soul of a successful training program is a balanced personal/values formation. Personal formation is the training given to each student so that he becomes a person of virtues.

Each student is assigned a mentor to help him progress in his academic, professional, family, cultural and spiritual development. Out of every 100 students, we are interested in 100. The ITP Training Program aims to produce well trained and refined CITE gentlemen who have the following virtues or values:

MANLINESS

- A CITE student is tough in spirit and strong in body. He fully overcomes all obstacles to do what is right.

SINCERITY

- A CITE student seeks the truth, loves the truth, humbly tells the truth. He knows himself and lets himself be known.

TEMPERANCE

- A CITE student does not put his heart in material things. He is a master of himself and his passions.

PRUDENCE

- A CITE student thinks before he acts. He follows loyally in his life the eternal values and the CITE spirit.

ORDER

- A CITE student puts everything in its place. For him, God is first; others, second; himself, last.

PIETY

- A CITE student is a caring member of his own family. He knows he is a son of God: God is his father and closest friend.

CHARITY

- A CITE student treats others as he would like to be treated. He is caring, respectful and refined.

HARD WORK

- A CITE student knows that virtues are forged in work. He is a constant learner and excellent professional.

JUSTICE

- A CITE student gives to each person his due. He obeys all authorities and responsibly serves the common good.

PATRIOTISM

- A CITE student loves his country and pays it due honor. He also loves the world and all people.

GENEROSITY

- A CITE student serves God without counting the cost. He pursues great and noble ambitions.

CHEERFULNESS

- A CITE student looks at what is a bright, talk of what is bright. He is a smiling member of the CITE family.

7. Period of the time when the programme was or has been implemented

The ITP Training Program started in SY 1991-1992 and is now in its 23rd year. A total of 3188 graduates have finished their training in CITE that serve as their passport for employment, business and happy family life and community participation. Starting SY 2011-2013, CITE began the trimestral delivery of the program so that many could avail of the services of the school. The main reason why they chose CITE as a technical vocational school is not just of its high employability record, but because it has anchored its program on values education.

8. Activities (Actions and strategies of implementation)

The strategies and activities in achieving CITE goals are summarized in CITE's motto: "*We do ordinary things extraordinarily well*". The Industrial Technician Program has these components:

1. Academic Formation Program
2. Mentoring Program
3. Spiritual Formation/Values Program
4. The Parents Formation/Values Program (*Please see attachment #4. Parenting seminar outline and approach*)
5. Faculty and Staff Formation/Values Program
6. Scholarship grantors and Industry partners Formation/Values Program

Activities and Programs for Personal Formation/Values**STUDENTS (taken care by Personal Formation/Values Office)**

1. Mentoring Program (Student has to chat with his mentor once a month)
2. Weekly Virtue Talk sessions (weekly virtue talk is given by the class adviser per section)
3. Basic Christian Doctrine Classes (one hour per week for 9 trimesters).
4. Student Seminars and meetings (Trimestral leadership seminar, regular meeting, and scheduled conferences)
5. Christian Formations and activities (Daily Holy Mass, Spiritual Direction, meditation and other acts of piety)
6. Student Clubs activities (monthly meeting, sponsors monthly get-together, and community outreach)

FACULTY and STAFF (taken care by Human Resource Office)

1. NCE Program/Virtue Talks (Every Monday from 7:30-8:00 a.m given by the Management staff)
2. Christian Doctrine Classes (Every Wednesday 7:30-8:00 a.m given by the CITE chaplain)
3. Christian Formation activities (Daily Holy Mass, Spiritual Direction, confessions and other acts of piety)
4. Mentoring program (Quarterly chat with the assigned staff mentor)
5. Professional Correction (as need arises. This is to help staff to practice professionalism at all times)

ALUMNI (taken care by Industry Coordination Office and Development Office)

1. Get-togethers (monthly get-together, socio-cultural, and professional development talks)
2. Homecoming (Yearly home coming every CITE Foundation Day celebration)
3. Christian formation activities (Quarterly Recollections and Spiritual Direction and yearly retreat)
4. Special meetings and personal chats (scheduled meetings and appointments)

PARENTS (taken care by the office of the Executive Director)

1. School for Parents (Monthly parenting seminar and parent-adviser session)
2. Seminar for New Parents (Modular training and seminar handled by EDUCHILD Foundation)
3. Christian Formation activities (Monthly Doctrine class and Quarterly recollections and other acts of piety)

INDUSTRY PARTNERS AND GRANTORS (taken care by Industry Coordination Office ICO)

1. Seminar (Yearly curriculum review and scheduled professional development seminar)
2. Christian formation activities (Yearly Recollections, Retreats and other acts of piety)
3. Get together (Yearly get-together usually every month of December)

9. Teaching strategies or pedagogies used for teaching values in the school

Please see attachment #5. Personal Formation or Values Education Teaching Strategies

10. Programme monitoring and evaluation mechanisms and summary of results

Personal Formation/Values refers to the entirety of the education that is received in CITE. The academic program, personal formation program, spiritual formation program, mentoring, sports and even the facilities of the school contribute to the formation of the person with an intellect and will. Everything in the school exists and is done for the sake of the total personal development of the students. The program consists in a deliberate and systematic program of character that can be summarized with the following: *(Please see attachment #6. Functions of the Academic unit)*

I. ACADEMIC OR PROFESSIONAL FORMATION ACTIVITIES

CLASSES, WORKSHOPS AND DTS IN-PLANT TRAINING

- Should prepare the students for the professional or work environment.
- Students should be able to practice all the virtues down to the smallest details in their work and student life

Measurement: Selective Retention Policies based on Attendance, Behavior, Individual Subject Grade

In-charge: Academic Council, Student Formation Office, Registrar, Industry Coordination Office

II. CHRISTIAN FORMATION ACTIVITIES

1. BASIC CATHOLIC DOCTRINE *(Please see attachment #7. BCD course outline)*

- Students should be able to learn the basic teachings of the Catholic Church and to grow in piety
- Students should be able to apply the different principles taught by the Church to diverse human activities

Measurement: Should attend and pass a weekly 1-hour class. It's included as a regular subject in the ITP curriculum.

In-charge: Student Formation Office, Academic Council

2. SOCIAL SCIENCE *(Please see attachment #8. Social Science course outline)*

- Students should be able to understand the nature of man
- Students should be able to determine the morality of human actions
- Students should be able to apply the social doctrine of the Church

Measurement: Should attend and pass a weekly 2-hour class. It's included as a regular subject in the ITP curriculum.

In-charge: Student Formation Office, Academic Council

3. CHRISTIAN ACTIVITIES (Mass, Confession, Retreats, Recollections, Facilitated baptism and confirmation)

- Students should be able to understand the infinite value of the mass, the importance of the sacrament, and be able to apply the different principles they have learned from their Basic Christian Doctrine and Social Science classes
- Students should be regular in going to confession and that help them grow spiritually
- Should be occasions for deeper mentoring chats
- Retreats should be scheduled twice per section and recollections should be scheduled once a year for all sections during the entire ITP program.
- Baptism is for CITE students who have willingly manifested to embrace the catholic faith, and who have completed the required adult baptism requirements.
- Confirmation is for students who have not been confirmed yet and who expressed strong desire to receive the sacrament.

Measurement: Attendance in sponsorship masses and in the Eucharistic Celebrations and other Christian formation activities organized by CITE.

In-charge: Student Formation Office, Chaplaincy, Class Advisers

III. HUMAN FORMATION ACTIVITIES

1. MONTHLY MENTORING CHAT *(Please see attachment #9. Mentoring Chat Guidelines)*

- * Students should be able to integrate the different formation they receive in the school on a personal basis
- Should be in a one-on-one mentoring chat or counseling session. Mentors be selected and assigned to students.

Measurement: Mentoring chat attendance.

In-charge: Student Formation Office, Mentors

2. WEEKLY ADVISORY VIRTUE TALKS *(Please see attachment #10. Virtue talk outline)*

- * Students should be able to know the different kinds of virtues and how to acquire virtues

- Students should be able to know the different circumstances for them to practice the different virtues

Measurement: Attendance

In-charge: Student Formation Office, Class Advisers

3. WORK CONTRIBUTIONS

- * Students should be able to apply the different virtues they have learned during their BCD and Social Science
- Students should be able to form the proper work habits and attitudes in the fulfillment of their duties and be able to practice working in a team
- Students should realize that they also contribute in maintaining the cleanliness and order of the school and environment.

Measurement: Attendance, Behavior and Work Output

In-charge: General Services Office, Student Formation Office, Class Advisers

4. INSTITUTIONAL ACTIVITIES

Scholars' Day, Orientation Day, Convocation, Olympiad, Club Day, Executive Director's Day, Family Day, Foundation Day, Commencement Exercises, Special Get-togethers

- Students should be able to show how to be appreciative and behave properly during collective activities.
- These are venues to grow in the cultural and social aspects of character development.

Measurement: Attendance and Behavior

In-charge: Academic Council, Student Formation Office, Personnel Office

5. OFFICERS SEMINAR AND MEETINGS (*Please see attachment #11. Leadership and human development talks*)

- * Should help the student class and club officers of CITE know their duties and responsibilities.
- * Should equip the officers with the right knowledge, skills and attitudes in handling group activities.

Measurement: Attendance and Student leaders administrative performance

In-charge: Student Formation Office, Academic Council

6. NATIONAL SERVICE TRAINING PROGRAM, COMMUNITY WELFARE

TRAINING SERVICE ACTIVITIES: (*Please see attachment #12. Skills For Life activities outline*)

- Should help enhance the students' civic consciousness.
- Should help students contribute to the general welfare and the betterment of life for the members of the community or the enhancement of its facilities, especially those devoted to improving health, education, environment, entrepreneurship, safety, recreation and morals of the citizenry.

Measurement: Students should attend and pass NSTP program, which is included as a regular subject in the ITP curriculum. The students will implement an NSTP-CWTS Social Outreach Project or a School Service Project as a requirement for passing.

In-charge: Student Formation Office, Academic Council

7. STUDENT CLUBS ACTIVITIES (*Please see attachment #13. Guidelines and list of active student clubs*)

- * Should foster the total development of the students who are going to be professionally competent, Socially involved, culturally abreast, and morally upright upon leaving the portals of the school.
- Should help students become vehicles for learning new things, reminders for things already learned, as well as avenues to tap CITE personalities for more mature and demanding duties and responsibilities, be it in school or outside-the-school. *Currently, all active Student Clubs' application for the National Youth Commission recognition is underway.*

Measurement: Attendance to student club activities and meetings, clear aims, and registered.

In-charge: Student Formation Office, Academic Council

8. CULTURAL TOURS AND EXCURSIONS

- * Should help the students appreciate nature, culture and the arts.
- * Should help the students locate places for clean fun and good use of time.

In-charge: Student Formation Office, Class advisers

SUMMARY OF RESULTS:

THE VALUES EDUCATION PROGRAM OF CITE HAS BEEN RATED EXCELLENT BY INDUSTRY, GOVERNMENT & SCHOLARSHIP GRANTORS. THE VALUES EDUCATION PROGRAM IS THE CITE BRAND OF EDUCATION.

11. Resources used for programme implementation

Facilities:

1. 1 Main Campus for Full In-school Training
2. 3 Linkage Locations for Industry Transactions and Meetings
3. 54 In-plant/ Industry Training Laboratories

Manpower:

1. 39 In-school Teachers (values education providers also)
2. 54 In-plant training Coordinators (technical competencies)
3. 1000+ Parents and Volunteer Mentors

Machines and Equipment:

Enough to deliver the following technical specializations:

1. Electromechanics Technology (three laboratories; mechanical, electrical, and electronics laboratory)
2. Information Technology (six computer laboratories and classrooms for common and basic subjects)
3. Short Courses for Alumni, Parents, Public and Industry

Training and Assessment Methodologies:

1. Personal Formation Program (values education blueprint)
2. Competency Based Training (technical/ professional qualifications)
3. Dual Training System (technical/ professional qualifications)
4. ISO QMS Internal and 3rd Party Audit for schools/ universities

Finances:

Capital and Operational Expenses are paid up by

1. 60% comes from Industry Training Subsidies and Scholarship Grantors
2. 20% comes from the Income Generating Activities
3. 20% comes from the contributions of parents, alumni and friends

12. List of partners, local government bodies, companies or development agencies who have participated in the planning and implementation, including their roles in the activity/programme.

(Please see attachment #14. List of Partners)

13. Benefits/Impacts/ positive outcomes of the activity/programme to teachers, students, parents and the community**CITE's Impact to Society in the last 23 years**

Some 3188 graduates of CITE went through 3 extensive years of both in-school and industry training. With this modality, they went through different stages and major transitions that transformed them from being inexperienced and low-profile high school graduates into competent technicians and well mannered citizens. They are expected to gain a distinct sense of professionalism which would set them apart from others.

In 2012, 98% of graduates were gainfully employed in the country and abroad as a result of their technical education in CITE. Also, a good numbers of them have been able to set up their own business outfits. There are now 500 CITE graduates who pursued and finished their degrees in engineering, teaching, business and philosophy.

At any given time between 1994 and 2012, the employment rate of CITE graduates never went down below 92%. Not even in economic hard times. The economic impact to the family is also very obvious.

The network of more than 137 active partner companies and scholarship grantors, not to include the many anonymous donors, is a living proof that CITE is a sincere and reliable institution which gives value to the grants received. This is an arrangement offering beyond charity and relevant PR image. This is values education at work.

14. Proof of achievement from students, teachers and the community

Please see attachment #15. CITE Recognitions and Affiliations

15. Plan for sustainability and plan for the future

A. Plan for sustainability (School of Values aspect)

Ongoing accreditation with the University of Asia and the Pacific for School of Education and Human Development program to be declared as ***School of Values*** for Visayas region to stretch the Character Education Partnership advocacy-- *Good character education is simply good education. It helps solve behavioral problems and improve academic achievement.* CITE will continue to implement and expand the social-family related issues “Case Study Method” for parents development seminar, increase the number of mentors and seminar for mentors coming from Alumni, Partner companies, scholarship grantors and friends, and intensify the values formation program and linkages with the community, Non-Government Organizations (NGO’s) and Local Government Unit (LGU’s), and all CITE networks.

B. Plan for sustainability (Strengthening Human Resource Development for school management and mentors)

The objectives are to prepare the mentors to facilitate the Personal Formation/Values of the students that includes Developmental Psychology and mentoring technique, philosophy of man and related issues to education, deep knowledge of the human person and his relations – God, family and Society, knows the unity of knowledge and foundation of the transcendental truths; that is he can discern the truth, what is good, and what is beautiful so that he is capable in guiding the students well. ***Please see attachment #16. Class Mentor and Adviser formation program***

C. Plan for sustainability (Economic aspect)

CITE will continue to adopt the Study-Now-Sponsor-a-Scholar-Later Program (SNSSLP) cost of education sharing scheme for its operational and capital expenses.

Plan for the future: Immediate Goal in the next 5 Years:

1. Opening of the CITE College of Technical education and entrepreneurship
2. Continuing Education Programs for the Alumni, Parents and Partners
3. Setting up of CITE Alumni & Partner Chapters throughout Asia and Pacific
4. Expansion of CITE Facilities

Facilities to Expand/ Construct

First, we want to put up the New **CITE Student and Alumni Center.**

The Alumni center will be the venue for school-organized spiritual activities like monthly recollections and yearly retreats, place for extra-curricular activities and study for CITE students living in the boarding houses around the CITE campus, a functional incubation facility for start-up business for alumni would-be entrepreneurs, and the CITE Alumni Office.

Secondly, we will put up a New **CITE Library Building.** The building will house a traditional library, an audio-visual room, an IT Central Room, while the rest of the building is for e-classrooms.

Next in the pipeline is the much anticipated **CITE Leadership Center.** The facility would be an Eco/Green cluster of structures for seminars. The center shall play a big role in providing training to the faculty, the company coordinators and trainers, as well as partners of CITE.

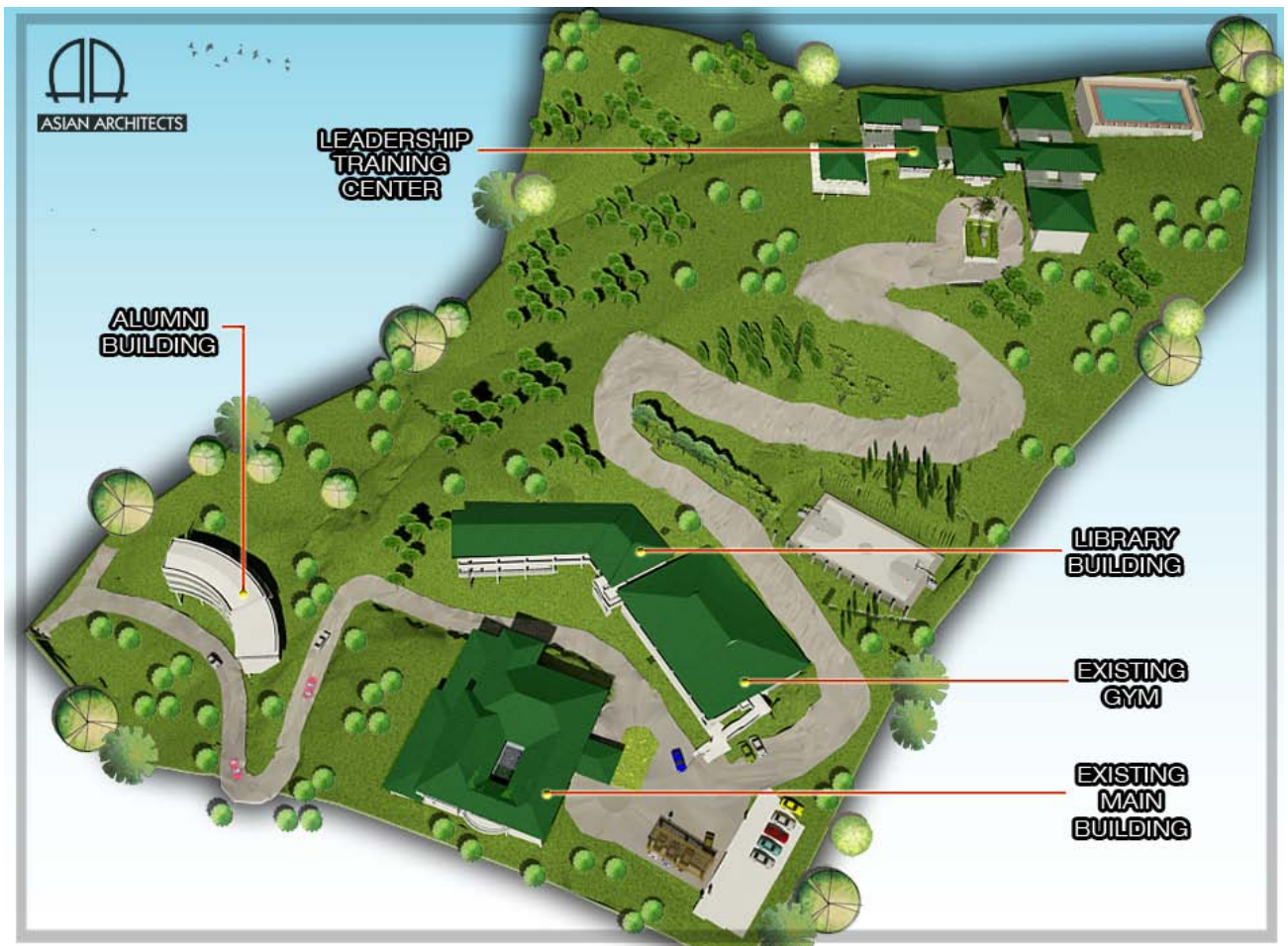
Towards the end, the **New Sports Facilities should complete the development projects.**

The additional Sports Facilities shall be built on the plateau towards the north most part of the property and near the slopes in the area northward of the current parking grounds. This includes a covered basketball court, regulation size.

16. List of attachments such as a copy of the school plan, learning/ teaching materials, samples of student worksheet, manual, etc. If the attached materials are in the local language, please provide a brief description in English language.

17. Photos related to the activity/programme (Maximum of 10 photos with captions in English)

1. CITE Complex (existing and expansion plan)



2. **CITE Application Process** (The Summer Training and Orientation Program is a one-week training in the school where the applicant will be asked questions related to personality and attitude, academic performance, special abilities, his interests, financial and family background, and physical fitness).



3. **Students Club activity** (Feeding program has extended to the less fortunate kids in a neighboring areas during the weekly feeding activity and kids' learning session activity conducted by Young Mentors Organization. Avenue for the students to practice the virtue of charity, generosity, and team work).



4. **CITE staff Formation development** (The mentoring program is a support system of CITE which aims to develop the students and staff to become morally upright, professionally competent, socially responsible, and well-rounded individuals through professionalized and personal mentoring chats).



5. **Monthly Parenting Seminar** (The seminar series aids parents to unlock and harness the potentials of their children in different aspects and help parents in the delicate task of rearing a family by acquiring necessary virtues. Topics are delivered through case studies which invite cooperative learning among the participants and turn interactions into productive results).



6. **CITE Scholarship grantors** (Perpetual grant givers, individual, socio-civic groups, local government units, industries, and Non-Government Organizations are given plaques of recognition in honor of their contribution to the scholarship program of the school).



7. **CITE Partner companies** (The annual gathering aims at solidifying the ties that bind CITE and its partners in their service to the less privileged youth and their families. It also a gesture of thanksgiving for the trust and continued support in all CITE's endeavours and undertakings).



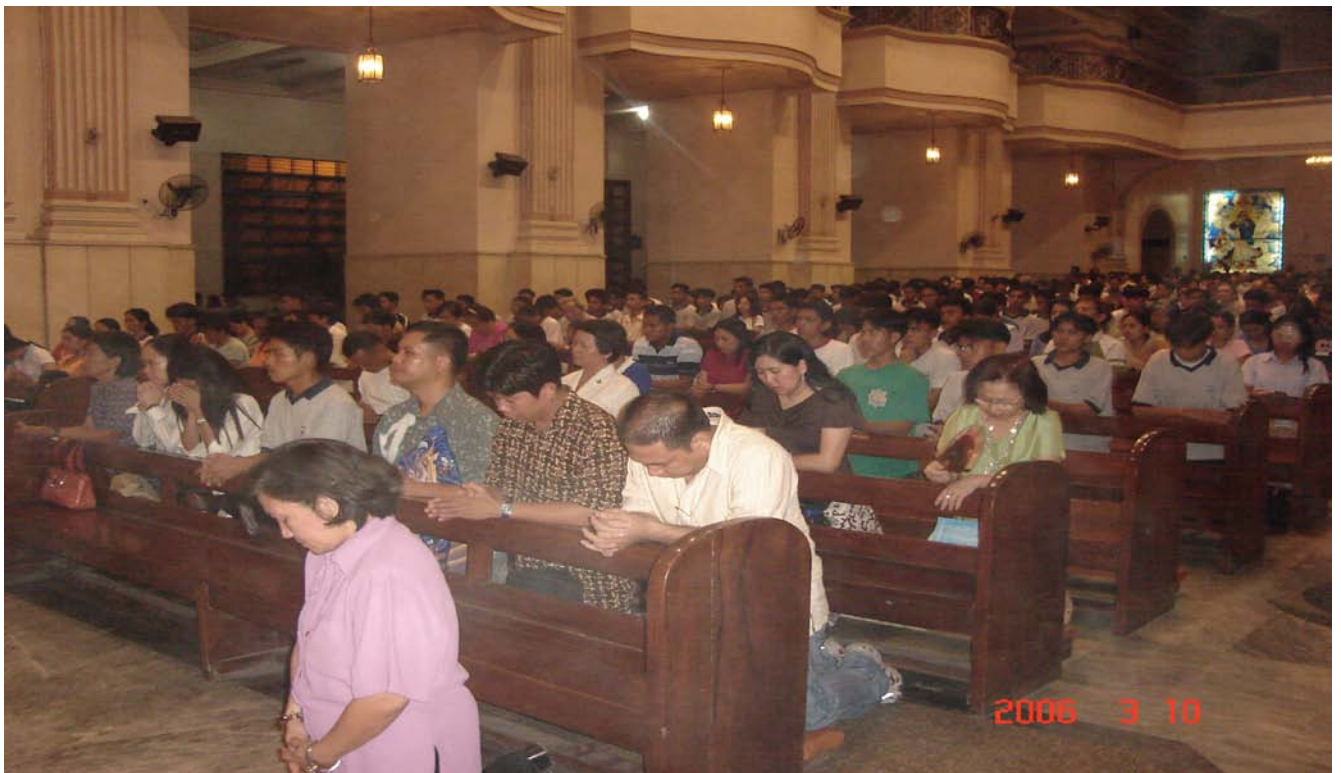
8. **CITE and local government partnership** (Dalaguete government signs a memorandum of agreement with CITE to sponsor scholars of Industrial Technician Program and Industry Skills Training Program).



9. CITE and Community partnership (The project aims to feed the undernourished children in the community in partnership with the beneficiary schools and parents and teachers associations. The two-hour activity will be highlighted by a learning session for the pupils, a virtue talks for parents and selected teachers. The group also forms an online community through a Facebook account to exchange experiences and compare notes of the ongoing activities).



10. Spiritual Formation of CITE Family (As Christian way of reverence to the Creator, CITE organizes regular spiritual formation for parents, students, staff, partner companies, grantors, alumni, and friends. In the event of annual retreat, the participants listened in to a series of meditations and talks, read spiritual books, did the examination of conscience, and prayed. Most of the time they spent it on soul-search searching and contemplation).





SEAMEO-Japan ESD Award

Theme for 2012: Education for Disaster Risk Reduction

Supporting Partners:



Guidelines for Submission of Entries

1. Schools can submit information about the school's project/programme/activity/practice related to the theme "Values Education" between 1 May to 16 September 2013. The deadline of entry submission is **Monday 16 September 2013**.
2. The school project must have been completed or continued within the past three years.
3. Each school can submit only one entry.
4. Any school project related to the Education for Disaster Risk Reduction will not be considered as this area was the theme of the 2012 SEAMEO-Japan ESD Award.
5. The submission of the school's programme must be done through the template "**Submission Form of 2013 SEAMEO-Japan ESD Award**". The Submission Form can be downloaded from the SEAMEO website: www.seameo.org or requested by sending an email to the email address: seameojapan.award@seameo.org.
6. Details about the submission of information about the school must adhere to the following format as in the Submission Form:
 - a) Part I - Information about the school;
 - 1) School name and contact details
 - 2) Brief information about the school such as number of teachers and students and educational level
 - 3) Details of the team members
 - b) Part II - Information about the School's Values Education programme;
 - 1) Title of the school's programme
 - 2) Summary of the programme
 - 3) Background information or reasons why the school created this programme
 - 4) School vision, mission and core values
 - 5) Objectives/goals of the programme
 - 6) Values that the school aims for within the programme and/or definitions
 - 7) Period of time when the programme was or has been implemented
 - 8) Activities (Actions and strategies of implementation)
 - 9) Teaching strategies or pedagogies used for teaching values in the school
 - 10) Programme monitoring and evaluation mechanisms and summary of results
 - 11) Resources used for programme implementation
 - 12) List of partners, local government bodies, companies or development agencies who have participated in the planning and implementation, including their roles in the school programme

- 13) Benefits/impacts/positive outcomes of the programme to teachers, students, parents and the community
 - 14) Proof of achievement from students, teachers, and the community
 - 15) Plan for sustainability and plan for the future
 - 16) List of attachments such as a copy of the school plan, learning/ teaching materials, samples of student worksheet, manuals, etc.
 - 17) Photographs related to the project (maximum of 10 photographs with captions in English)
7. Information about the school programme (Part II as above) **should not be over nine (9) pages of A4 in total**. The information should be written in **Times New Roman font, 11-12 point size**. (A half-to-one page A4 sheet about the project overview should be included.)
 8. Information about the school project and the photo captions must be in English. The teaching and learning materials can be in local languages, however a brief translation in English should be provided.
 9. All submissions should include related photos. (Maximum of 10 photographs with captions in English)
 10. Schools should provide permission to use the submitted information, including photographs for publication purposes.
 11. Schools can submit the "Submission Form of 2013 SEAMEO-Japan ESD Award" and materials to the SEAMEO Secretariat by
 - a) Email: seameojapan.award@seameo.org and/or
 - b) Post to:

SEAMEO-Japan ESD Award
SEAMEO Secretariat
920 Sukhumvit Road
Klongtoey District,
Bangkok 10110, THAILAND.
 12. All entries submitted to the SEAMEO Secretariat will be acknowledged. If the school has not received acknowledgement of receipt from the SEAMEO Secretariat within one week, please contact the SEAMEO Secretariat (Email: seameojapan.award@seameo.org).

Judging Criteria

The judging committee will consider the following criteria in selecting the winning schools:

1. **Strategy/ modality of implementation**

- Values are emphasised and incorporated into school policies, management plans and teaching and learning programmes across subjects.
- The school has a clear plan for the development, implementation and promotion of school value systems.
- Clear teaching strategies for the effective teaching of values to students, both in and outside classrooms, are emphasised and applied by teachers.
- Appropriate and effective methods and resources are used to implement the programme to teachers, students and communities.
- Monitoring and evaluation mechanisms or processes are identified to safeguard the immediate and long-term outcomes of the programme.

2. **Innovation and creativity**

- The school programme has demonstrated instructive and innovative practices in promoting values to teachers, students, parents and communities.

- The entry is a new idea/concept or an improved/adapted version of an existing activity, implemented by the school.

3. **Reliability and achievement**

- Results, after implementation, have shown the effectiveness and benefits of the school programme to students, teachers, parents and the wider community.
- Proof of other achievements by students, teachers or the school is demonstrated.

4. **Participatory and inclusive**

- The school has demonstrated the use of inclusive, consultative and participatory processes with students, teachers, parents and local communities in planning and implementing the values education programme.
- The school has demonstrated the relationships that exist between parents, teachers, students, school leaders, local communities, local education authorities and other organizations to support the school's programme.
- The school has shown that the programme has strengthened student involvement in local communities and local voluntary organizations.

5. **Sustainability**

- The school has received financial or in-kind support from stakeholders, local government and communities.
- The school has fully integrated values education and practices in the school management plan and teaching and learning activities across subjects for long-term actions.

6. **Impact**

- Results of the evaluation identified positive transformation and attitudinal change that teachers, students and parents have all gained from the implementation of the programme.
- The school has demonstrated that the programme has changed/improved the behaviour of students, teachers and parents.
- The programme implemented by the school has had a positive effect on the local surrounding area and communities.

Contact Information

For enquires, please contact:

SEAMEO-Japan ESD Award

SEAMEO Secretariat

920 Sukhumvit Road, Klongtoey District, Bangkok 10110, THAILAND

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