



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

1108-703
18 AUG 2026

Advisory No. 158, s. 2026
In compliance with DepEd Order (D.O.) No. 8, s. 2013
The advisory is issued not for endorsement per DO 28, s. 2001,
but only for the information of DepEd Officials,
personnel/staff, as well as the concerned public.

**CERTIFICATE COURSE IN GUIDANCE AND COUNSELING BY ST. PAUL
UNIVERSITY MANILA**

In reference to the letter from St. Paul University Manila, this Division disseminates the information regarding the Certificate Course in Guidance and Counseling to all Division personnel.

The 18-unit program specifically structured to capacitate professionals in responsive school-based guidance and mental health programs.

Eligibility for admission requires applicants to hold a Bachelor's degree from a CHED-recognized higher education institution in the Philippines.

Enrollment to the above-mentioned Certificate Course is strictly voluntary.

Enclosed is the Letter for reference.

SGOD/ahem/ADV_CERTIFICATE COURSE IN GUIDANCE
AND COUNSELING BY ST. PAUL UNIVERSITY MANILA
August 14, 2026



REQUEST FOR THE ISSUANCE OF AN ADVISORY AND INVITATION TO THE CERTIFICATE COURSE IN GUIDANCE AND COUNSELING BY ST. PAUL UNIVERSITY MANILA

From College of Education Graduate School <coegrad@spumanila.edu.ph>

Date Tue 11/08/2026 16:16

To DEPED VIGAN CITY <vigan.city@deped.gov.ph>

 2 attachments (259 KB)

SDS VILMA D. EDA.pdf; ASDS ANNIE D. PAGDILAO .pdf;

You don't often get email from coegrad@spumanila.edu.ph. [Learn why this is important](#)

Dear SDS Vilma D. Eda and ASDS Annie D. Pagdilao,

Greetings!

Attached here with is the invitation for the Certificate Course in Guidance and Counseling of St. Paul University Manila for your reference.

Thank you and keep safe!

11 August 2026

VILMA D. EDA

Schools Division Superintendent
Schools Division of Vigan City
Department of Education
E-Mail Address: vigan.city@deped.gov.ph

SUBJECT: REQUEST FOR THE ISSUANCE OF AN ADVISORY AND INVITATION TO THE CERTIFICATE COURSE IN GUIDANCE AND COUNSELING BY ST. PAUL UNIVERSITY MANILA

Dear SDS EDA:

This communication is respectfully transmitted to request the issuance of an official Advisory for the widespread dissemination and invitation of interested parties, teaching personnel, and related entities to the Certificate Course in Guidance and Counseling offered by St. Paul University Manila.

The aforementioned academic offering is an 18-unit program specifically structured to capacitate educational professionals in responsive school-based guidance and mental health programs. Eligibility for admission requires prospective applicants to hold any Bachelor's degree from a CHED-recognized Philippine higher education institution. To accommodate the operational schedules of working professionals, the coursework will be delivered via an online modality, utilizing both synchronous and asynchronous sessions during weekends. The academic calendar for this course is slated to commence on September 5, 2026, and will conclude in December 2026.

The comprehensive curriculum is distributed across essential disciplines, comprising the following modules:

- Foundations of Guidance and Counseling
- Counseling Theories, Tools and Techniques
- Psychological Assessment
- Organization and Administration of Guidance Services
- Group Process and Program Development
- Career Development and Counseling

Completion of this institutional program strictly aligns with the competency requirements for the School Counselor Associate position, as stipulated under CSC Resolution No. 2600920. Furthermore, it serves as a definitive pathway for educators pursuing further administrative studies or official licensure in the field of Guidance and Counseling.

In view of the imperative to strengthen student support systems and psychological interventions across the basic education sector, we formally request the issuance of an agency advisory to cascade this program to the field offices.

For technical details, documentary requirements, and structured payment schedules, interested individuals are directed to coordinate directly with St. Paul University Manila through the following official channels:

- **Admissions Portal:** <https://college.spumanila.edu.ph/>
- **Email:** admissions@spumanila.edu.ph
- **Contact Number:** (0917) 182 2910

For your favorable consideration and immediate action.

Very truly yours,


SR. FELICITAS BERNARDO, SPC
Dean
Graduate School – Education and Liberal Arts
St. Paul University Manila

11 August 2026

ANNIE D. PAGDILAO

Assistant Schools Division Superintendent
Schools Division of Vigan City
Department of Education
E-Mail Address: vigan.city@deped.gov.ph

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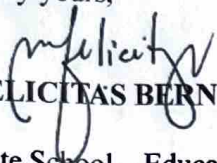
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