



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

June 30, 2021

Division Advisory
No. 030, s. 2021

To : Public and Private Elementary and Secondary School Heads
All Others Concerned

From : The Schools Division Superintendent

Subject : Online Tracer Study of Bulacan State University – Bustos Campus

This is in reference to the attached letter of Albert C. Santos, PhD, Department Head, College of Education and Joseph V. Bartolome, PhD, Program Head, BEED of Bulacan State University on administration of the online tracer study questionnaire via Google Form link: <https://forms.gle/VbqW4j11ppeuAENaA>.

The target respondents are the BEED and BSED teacher education graduates of Bulacan State University Bustos Campus who are presently employed in the public and private schools of this division. Participation to the said study is voluntary.

For information and guidance.


ZENIA G. MOSTOLES, EdD, CESO V
Schools Division Superintendent



Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos, Bulacan
website: <https://bulacandeped.com> email: bulacan@deped.gov.ph





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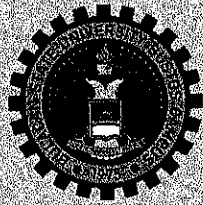
For information and guidance.

ZENIA G. MOSTOLES, EdD, CESO V
Schools Division Superintendent

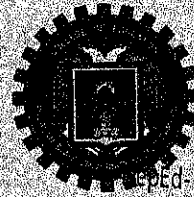


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Republic of the Philippines
Bulacan State University
 Bustos Campus
 College of Education



DepEd - SDO of Bulacan Office of the SDS

May 3, 2021

RECEIVED
 MAY 05 2021

By: _____

Time: _____

DR. ZENIA G. MOSTOLES, CESO V
 Schools Division Superintendent
 Division of Bulacan
 City of Malolos, Bulacan

DepEd - SDO of Bulacan
RECEIVED
 MAY 04 2021
 By: _____

Dear Dr. Mostoles:

Greetings!

We, at the College of Education, Bulacan State University – Bustos Campus, are currently preparing for the Level 3 Accreditation of the Bachelor of Elementary Education (BEED) program. One of the major recommendations of the accreditors during the last survey visit was “to intensify the data gathering mechanism and to reach out to more respondents for the **tracer study.**” The target respondents are the **BEED and BSED teacher education graduates** of Bulacan State University Bustos Campus who are presently employed in the public and private elementary and secondary schools in the Division of Bulacan.

In order to address the said recommendation, we would like to respectfully seek for your advisory to respondents concerned for us to administer the **online tracer study questionnaire** via this Google Form link: <https://forms.gle/VbqW4j11ppeuAENaA>.

Rest assured that the information that will be gathered from the online survey will be treated with strict confidentiality and will be used solely for the above-mentioned purposes.

We are sincerely hoping that you will be one with us in our pursuit to successfully pass our Level 3 Accreditation. Thus, we are looking forward to your positive response regarding this matter.

Sincerely yours,


ALBERT C. SANTOS, Ph.D.
 Department Head, College of Education


JOSEPH M. BARTOLOME, Ph.D.
 Program Head, BEED

Noted by:

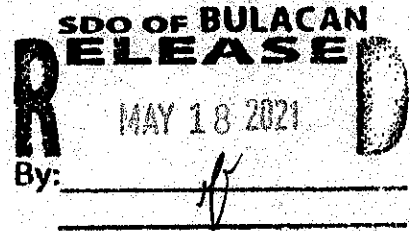

CIRIACO M. GARCIA, Ph.D.
 Campus Dean



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

May 12, 2021

ALBERT C. SANTOS, PhD and MR. JOSEPH V. BARTOLOME, PhD
College of Education
Bulacan State University
City of Malolos



Sirs:

This refers to your request for an advisory to respondents concerned from this division for the administration of an online tracer study questionnaire via Google Form link. Please be informed that as per Regional Memorandum No. 228, s. 2020 entitled *Policy Guidelines on the Adherence to Ethical Research Principles and Responsibilities in Studies Involving Teaching, Teaching-Related, Non-Teaching Personnel and Learners*, the following should be attached to the letter of request prior to approval:

- Endorsement from the College/University
- Copy of Approval of the College/University Research Ethics Review Committee
- Instrument (Survey/ Interview Guide)
- Copy of Data Collection, Security, Storage, Transfer, Destruction Procedures (details on how participants will be made aware of the survey online, measures to safeguard data at the site of data collection, measures to protect the privacy and confidentiality of participants, duration/period data will be stored online, measures on how the data will be transferred and destroyed after the study has been completed, measures on how to rectify and contain potential damage from breaches of confidentiality/security)
- Informed Consent Form

For further guidance, a copy of the abovementioned Regional Memorandum is hereby attached.

Very truly yours,


ZENIA G. MOSTOLES, EdD, CESO V
Schools Division Superintendent

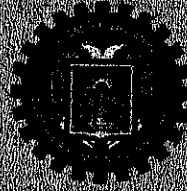


Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos, Bulacan
website: <https://bulacandeped.com> email: bulacan@depd.gov.ph





Republic of the Philippines
Bulacan State University
Bustos Campus



May 20, 2021

ZENIA G. MOSTOLES, EdD, CESO V
Schools Division Superintendent
Schools Division of Bulacan
City of Malolos, Bulacan

DepEd-SDO of BULACAN
RECEIVED

JUN 28 2021

Time: _____

OFFICE NO: _____

HC

Dear Dr. Mostoles:

Greetings!

In line with our request for Advisory pertaining to the research tracer study of Bulacan State University-Bustos Campus, the undersigned respectfully submit the remaining attachments that were enumerated in your letter-answer from our first request letter dated May 12, 2021 such as:

1. Endorsement from the College/University
2. Copy of Approval of the College/University Research Ethics Review Committee
3. Instruments (Survey/Interview Guide)
4. Management of Data
5. Informed Consent Form

The aforesaid documents are attached to this letter.

Thank you very much for your favorable response and more power!

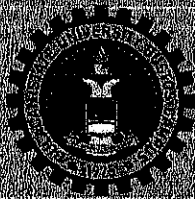
Sincerely yours,


ALBERT C. SANTOS, Ph.D.
Department Head, College of Education

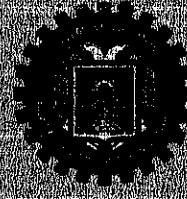

JOSEPH V. BARTOLOME, Ph.D.
Program Head, BEED

Noted by:


CIRILLO M. GARCIA, Ph.D.
Campus Dean



Republic of the Philippines
Bulacan State University
Bustos Campus
College of Education



ENDORSEMENT LETTER FROM THE COLLEGE/UNIVERSITY

May 19, 2021

DR. ZENIA G. MOSTOLES, CESO V
Schools Division Superintendent
Division of Bulacan
City of Malolos, Bulacan

Dear Dr. Mostoles:

Greetings!

This is to respectfully endorse and confirm the research tracer study headed by Ms. Joana de Vera, and members Dr. Albert C. Santos, the CoEd Department Head and Dr. Joseph V. Bartolome, the BEED Program Chair of the College of Education, Bulacan State University-Bustos Campus. This is in line with the preparation for the Level 3 Accreditation of the Bachelor of Elementary Education (BEED) program in order to comply with the major recommendations of the accreditors during the last survey visit to intensify the data gathering mechanism and to reach out to more respondents for the **tracer study.** The target respondents are the **BEEd and BSEd teacher education graduates** of Bulacan State University Bustos Campus who are presently employed in the public and private elementary and secondary schools in the Division of Bulacan.

In connection with this, the undersigned would like to ask your help to provide the researchers the necessary data that the study would be needing.

The undersigned would really appreciate your assistance and support in this particular research endeavor.

Thank you very much and more power!

Respectfully yours,


CIRIACO M. GARCIA, Ph.D.
Campus Dean



Bulacan State University
RESEARCH MANAGEMENT OFFICE in cooperation
with the ETHICS REVIEW COMMITTEE
2nd Flores Hall, BulSU
Guinhawa, Malolos City, Bulacan

June 21, 2021

JOSEPH V. BARTOLOME, Ph.D.
Principal Investigator
College of Education,
Bustos Campus – Bulacan State University

**Study Protocol Title: "A Tracer Study on the Graduates of Teacher Education
of Bulacan State University - Bustos Campus AY 2001-2019"**

Dear Dr. Bartolome,

We wish to inform you that your study protocol has been reviewed and is hereby **granted approval for implementation** by the Bulacan State University Ethics Review Committee (BulSU-ERC) in cooperation with the Research Management Office. This ethical clearance is valid until **June 21, 2022**.

The following document has been approved for use in the study.

1. Survey Questionnaire 1 (Schools)

While the study is in progress, we request you to submit to us the following documents:

1. Progress report which includes the following:
 - a. Date covered by the report
 - b. Protocol summary and status report on the progress of the research
 - c. Number of participants accrued
 - d. Withdrawal or termination of participants
 - e. Complaints on the research since the last BulSU-ERC review
 - f. Summary of relevant recent research literature, interim findings and amendments since the last BulSU-ERC review
 - g. Any relevant multi-center research reports
 - h. Any relevant information especially about risks associated with the research
 - i. A copy of the informed consent document
2. Any amendment/s in the protocol and revisions in the informed consent form
3. Any event which may have ethical significance.
4. Notice of time of completion of the study or Final Report

Thank you.

Noted:


RICHARD F. CLEMENTE, LPT, Ph.D.
Director for Research Management

Questionnaire for the tracer study

Tracer for Education Students (Bustos Campus) x +

/1rz0hjy2YD508x09XAczXug_pQ94tLPMoQ4H-VaeUuoY/edit?fbclid=IwAR1TDuEiqj8rkjxp_eNTEMj4-G65MxzG1HR2F6TCUSL

Tracer for Education Students (Bustos Campus)

Please answer this form needed in the accreditation of our College (College of Education). Rest assured that all information obtained will be kept confidential.

Email *

Valid email

This form is collecting emails. [Change settings](#)

Course *

- Bachelor of Elementary Education
- Bachelor of Secondary Education

General Information



Description (optional)

Name

Short answer text

Telephone/Mobile Number

Short answer text

Permanent Address

Long answer text

Social Media Account

Short answer text

Civil Status

- Single
- Married
- Seperated
- Single Parent
- Widow

Gender

Female

Male

Birthday

Month, day, year



Age

Short answer text

Highest Educational Attainment

Highest Educational Attainment

- College Graduate
- With Units in Master's Degree
- Master's Degree Holder
- With Units in Doctoral Degree
- Doctoral Degree Holder

After section 2 Continue to next section

Employment Data

Description (optional)

Are you currently employed? *

- Yes
- No
- Self Employed



If Yes



Description (optional)

Present Employment Status

- Regular or Permanent
- Temporary
- Contractual
- Casual

After section 4 Go to section 7 (IF Employed)

If NO



Description (optional)

Please state reason(s) Why you are not yet employed you may check more than one answer

- Advanced or further study
- Health-related reason(s)
- No job opportunity
- Family concerns and decided not to find a job
- Still looking for a job
- Other...

After section 5 Go to section 8 (Licensure Examination) ▼

If Self Employed



Description (optional)

Name of Business

Short answer text

Address

Long answer text

After section 6 Go to section 8 (Licensure Examination)

IF Employed



Description (optional)

Present Occupation/Position *

Short answer text

Name of Company/School *

Short answer text

Company/School Address

Short answer text

Place of Work *

Local

Abroad

Date hired *

Month, day, year



Length of Service

Number of Years

Short answer text

Is it related to your course? *

yes

no

Major line of Business of the Company you are Presently employed in *

Business Process Outsourcing (BPO)

Academic

Trade/Industry

Legal

Telecom/Communications

Electronics

How much is your gross monthly? *

- below 10k
- 10k - 20k
- 21k - 30k
- 31k - 40k
- 41k - 50k
- 51k and above

Position Level *

- clerical
- professional

What is your present Academic Rank?


- Teacher I
- Teacher II
- Teacher III
- Master Teacher I
- Master Teacher II
- Head Teacher I
- Head Teacher II
- Head Teacher III
- Principal I
- Principal II
- Principal III

Awards and Recognition Received

Please indicate as many as possible

- Institutional
- Regional
- National
- International
- Other...

Attached supporting documents of Awards, Recognition and Achievements you received.

 Add file

 View folder

After section 7 Continue to next section

Licensure Examination

Description (optional)

Did you take the LET? *

- Yes
- No

After section 8 Continue to next section

if YES



Description (optional)

When did you take the LET? *

Month, day, year



What is your rating on LET? *

Short answer text

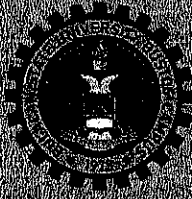
After section 9 Continue to next section



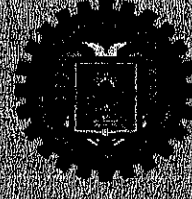
Thank you for answering, stay safe, God bless!



Description (optional)



Republic of the Philippines
Bulacan State University
Bustos Campus
College of Education



TRACER STUDY FOR BEED AND BSD TEACHER EDUCATION GRADUATES

Project Study

ALBERT C. SANTOS, PhD
JOSEPH V. BARTOLOME, PhD
Researchers

DATA MANAGEMENT FLOW CHART

Collection/ Retrieval of data through this
GOOGLE FORM LINK:

<https://forms.gle/VbqW4j11ppeuAENaA>



Storage of Data through
BULSU Bustos Computer Storage Data Bank



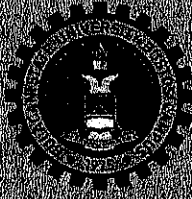
Treatment of Data for the authenticity,
reliability, and accuracy of the research
tracer study through mean, mode, median,
regression, conditional probability,
sampling, standard deviation and
distribution range.

**Storage of Data Through BULSU Bustos
Statistical Computer Storage Data Bank**

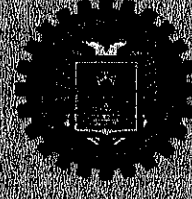


Disposal of Data Through:

1. Deletion of google form link used
2. Removal of google form link in the search engine used
3. Destroying of all types of end-of-life hard drives and media tapes used in the study



Republic of the Philippines
Bulacan State University
Bustos Campus
College of Education



INFORMED CONSENT FORM

Be it known by everybody.....

That, I _____ as participant/respondent, is giving my full consent to the researchers to involve me in the going research on **Tracer Study for BEED and BSED Teacher Education Graduates.**

That, I am aware of the responsibilities that I will undertake as a participant/ respondent.

That, I am willing to share my time with the researcher on the agreed schedule on the collection of data without prejudice.

That, I am willing to be contacted and extend my help to the researchers as regards pertinent information on the data.

That, I am not receiving any monetary consideration as compensation of my participation in this project.

That, as a willing respondent/participant, I am affixing my signature in this letter.

Signature of the participant/respondent _____

Date _____

Signature of the researcher _____

Date _____