



Republic of the Philippines

Department of Education

REGION IV- A CALABARZON

CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

24 June 2026

DIVISION MEMORANDUM
No. 423 s. 2026

**DIVISION MASSIVE OPEN ONLINE COURSE (MOOC) ON THE
IMPLEMENTATION OF ARTIFICIAL INTELLIGENCE (AI) READY ASEAN
TRAINING OF ALL AI PUBLIC AND PRIVATE SCHOOL FOCAL PERSONS,
TEACHERS, AND LEARNERS IN THE CITY SCHOOLS DIVISION
OF TAYABAS CITY**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public and Private Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. Pursuant to **DepEd Order No. 003, s. 2026** titled **Foundational Guidelines on Artificial Intelligence in Basic Education** and **Regional Memorandum No. 921, s. 2025** titled **Implementation of the AI-Ready ASEAN Training**, this Office through the Curriculum Implementation Division will implement the above subject from **June 19-30, 2026**.
2. The course aims to:
 - a. strengthen the integration and ethical use of Artificial Intelligence (AI) in education;
 - b. promote academic integrity, foster inclusive, safe, and meaningful learning experiences for all learners; and
 - c. foster a network of pilot implementers that can serve as learning hubs and mentoring sites for future scale-up.
3. All public and private school heads are advised to identify the learners, teachers, and non-teaching personnel participants to meet the 20,000 slots provided by the Central Office.
4. Enclosed is the standard procedure for this massive open online course.
5. For further details and information, please contact Mr. Louie L. Fulleo, EPS-EPP/TLE through email at louie.fulleo@deped.gov.ph.
6. For information, guidance, and compliance.


CELEDONIO B. BALDERAS JR.
Schools Division Superintendent



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Encl.: As stated

Reference: DO 003, s. 2026

RM 921, s. 2025

OM-OASSM-2026-05-187

To be indicated in the Perpetual Index
under the following subjects:

ARTIFICIAL INTELLIGENCE
TRAINING

CID- division massive open online course (mooc) on the implementation of artificial intelligence (ai) ready asean training of all ai public and private school focal persons, teachers, and learners in the city schools division of tayabas city

CID1BP57-003253/June 24, 2026

Enclosure 1

Follow the **standardized procedure outlines** below from player selection to module completion.

1. Identification of Participants

- **Target Demographics:** Verify that the participants fit into the primary beneficiary pillars: Youth (ages 12–20), and teaching and non-teaching personnel including the school heads.
- **Technical Readiness:** Ensure each participant has a laptop or desktop computer with a stable internet connection.
- **Pillar Selection:** AI school focal person with the assistance of school heads must select **one primary beneficiary category** (e.g., Youth vs. Educator) upon entry, as learning tracking is customized by user type.

2. Registration Process

- **Access the Portal:** Direct participants to the official platform at the [AI Class ASEAN Registration Page](https://www.aiclassasean.org/register?referral=ECWAE) at <https://www.aiclassasean.org/register?referral=ECWAE>
- **Account Creation:** Click "Join Now" or "Register" to create an account using a valid email address.
- **Referral Verification:** Enter the designated regional or institutional referral/campaign code (e.g., code provided by local tracking partners like *Break the Fake Movement*) to align with national cohorts.
- **Pre-Assessment:** Complete the mandatory initial pre-test to baseline the participant's existing AI literacy before starting content.

3. Module Participation and Learning

- **Access the Dashboard:** Log in to access the personalized learning hub containing the **15 required interactive modules**.
- **Follow the Core Tracks:** Progress sequentially through the essential curriculum pillars:
 - *AI Fundamentals:* Basic mechanics of machine learning and data processing.
 - *Practical AI Usage:* Step-by-step implementation of basic AI-based tools.
 - *AI Safety & Media Literacy:* Combating deepfakes, disinformation, and fake news.
 - *Ethics & Governance:* Aligning with the regional [ASEAN Guide on AI Governance and Ethics](#).
- **Engagement:** Complete self-paced readings, embedded code blocks (integrated with Code.org exercises), and interactive scenarios.

4. Course Completion and Certification

- **Module Verification:** Review the user profile page to ensure all 15 modules status indicators show "Complete".
- **Post-Assessment:** Take the final knowledge post-test to evaluate post-program performance improvements.
- **Certificate Generation:**
 - Download the **International Digital Certificate** directly from the portal's Profile Page.
 - For cohort-based setups, complete the secondary local attendance forms to secure partner institutional acknowledgments.
- **Feedback Submissions:** The feedback form will automatically pop-up once the module is finished.