MEMORANDUM TO:

OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD and CID
Directors and School Heads, Secondary Schools
Private Schools

APPLICATION FOR SENIOR HIGH SCHOOL NEW PERMIT
OR ADDITIONAL STRANDS

Attached is Regional Unnumbered Memorandum dated July 24, 2019
re: Applications for Senior High School New Permit or Additional Strands, content of
which is self-explanatory, for information and guidance.

Immediate and wide dissemination of this Memorandum is desired.

JOEL T. TORRECAMPO
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

August 20, 2019
TO: SCHOOLS DIVISION SUPERINTENDENTS

FROM: WILFREDO E. CABRAL
Director III
Officer-in-Charge
Office of the Regional Director

SUBJECT: Applications for Senior High School New Permit or Additional Strands

DATE: July 24, 2019

1. This Office has been receiving and processing the above-mentioned applications although it appears that the application period has lapsed. Considerations were given for schools with students who have been enrolled prior to the filing of the same and/or the granting of approval, thereof.

2. Despite the favorable attention given to late submissions, pertinent documents are found incomplete, which further delay the processing.

3. SDOs are directed to carefully scrutinize and evaluate said documents from requesting schools, and to ensure compliance to standards and prompt action for requests, such as this. Please refer to DO No. 51, s. 2015 regarding requirements.

3.a As a gentle reminder, Senior High Schools are supposed to conduct a Feasibility Study, which would depict the three-year plan for offerings; and

3.b To engage in proactive solutions for the enrolment of incoming students.

4. For immediate action.

/GAD rd.of.

Work toward excellence... play to win!