MEMORANDUM TO:

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

REITERATION OF APPLICATION FOR PERMIT/RECOGNITION DEADLINES & ACTIONS ON BELATEDLY FILED APPLICATIONS FOR PERMIT/RECOGNITION

Attached herewith is the Unnumbered Memorandum from Dir. Wilfredo E. Cabral, Officer In-charge, Office of the Regional Director, DepEd NCR dated June 14, 2019 re: Reiteration of Application for Permit/Recognition Deadlines & Actions on Belatedly Filed Applications for Permit/ Recognition, contents of which is self-explanatory.

STRICT COMPLIANCE IS HEREBY DIRECTED.

Immediate and wide dissemination of this Memorandum.

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

Maka-Diyos, Makatay, Makakalikasan at Makabansa
MEMORANDUM

TO : SCHOOLS DIVISION SUPERINTENDENTS AND QUALITY ASSURANCE DIVISION REGIONAL LEGAL OFFICE PRIVATE SCHOOL HEADS

FROM : OFFICE OF THE REGIONAL DIRECTOR

SUBJECT : REITERATION OF APPLICATION FOR PERMIT/RECOGNITION DEADLINES & ACTIONS ON BELATEDLY FILED APPLICATIONS FOR PERMIT/RECOGNITION

DATE : JUNE 14, 2019

In line with DepEd Order No. 88, series of 2010, as amended by DepEd Order No. 11, series of 2011, otherwise known as the Revised Manual of Regulations for Private Schools in Basic Education, all private schools must observe the deadlines set thereon, to wit:

1. Application for new permit: August 30 preceding the start of the school year when the school/new course is supposed to operate;
2. Application for renewal of permit: January 2nd preceding the opening of the school year; and
3. Application for Recognition: On or before February 1st, preceding the opening of the school year

If the deadline falls on a non-working day, applications could be admitted only during the next working day.

Division Offices are also enjoined from favorably indorsing belatedly submitted applications to this Office.

To this effect, the Office of the Schools Division Superintendents, through the Supervisors in-charge for Private Schools are tasked to ensure that the deadlines are enforced among new applicants and that all existing legitimate private schools are informed hereto. A report containing an enumeration of all private schools which were provided with this memorandum shall be submitted to this Office on July 31, 2019.

Finally, this Office shall no longer entertain unmeritorious requests for consideration to accept and process late applications for permit/recognition.
No belated application for permit/recognition shall be processed without prior consideration from this Office.

STRICT COMPLIANCE IS HEREBY DIRECTED.

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