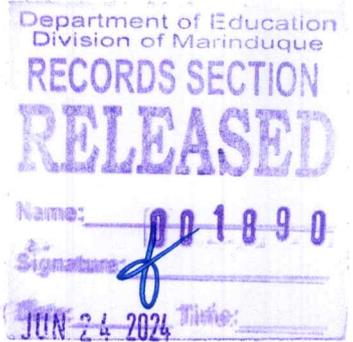




Republic of the Philippines
Department of Education
MIMAROPA REGION
SCHOOLS DIVISION OF MARINDUQUE



Office of the Schools Division Superintendent

TO: Asst. Schools Division Superintendent
Chief Education Supervisors
CID Supervisor (In-Charge of Private Schools)
Public Schools District Supervisors
School Heads, Public and Private Elementary and Secondary School
All Others Concerned

FROM: 
LYNN G. MENDOZA, EdD
OIC, Schools Division Superintendent

SUBJECT: **REITERATION OF THE DEADLINE OF SUBMISSION OF PUBLIC
AND PRIVATE SCHOOLS APPLICATION IN THE REGIONAL OFFICE**

DATE: June 14, 2024

1. Attached is Regional Memorandum QAD-2024-08 relative to the Reiteration of the Deadline of Submission of Public and Private Schools Application in the Regional Office.
2. In this regard, all public and private applicants are informed of the timeline of submission and in consideration of the timeline set by the Division Review and Evaluation Committee (DREC) in the processing and evaluation of documents including on-site inspection and validation.
3. For further information, please contact Fretzie P. Alcantara, Senior Education Program Specialist – School Management, Monitoring and Evaluation through fretzie.alcantara@deped.gov.ph
4. Immediate dissemination and strict compliance of the contents of this Memorandum is desired.

/SGOD-SMM&E-FA

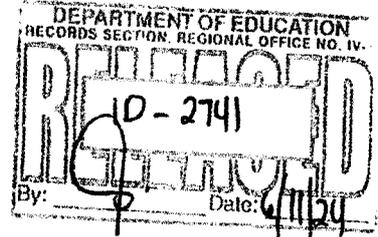
*“DepEd Marinduque: Heart of the Philippines.
Lead to Excel. Excel to Lead.”*



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Republic of the Philippines
Department of Education
 MIMAROPA REGION



Office of the Regional Director

MEMORANDUM
 QAD-2024-028

**TO : ASSISTANT REGIONAL DIRECTOR
 SCHOOLS DIVISION SUPERINTENDENTS
 SCHOOL GOVERNANCE AND OPERATIONS DIVISION CHIEF
 PUBLIC AND PRIVATE SCHOOL HEADS
 ALL OTHERS CONCERNED**

FROM : For: 
NICOLAS T. CAPULONG, PhD, CESO III
 Director IV
 Regional Director

**SUBJECT : REITERATION OF THE DEADLINE OF SUBMISSION OF PUBLIC
 AND PRIVATE SCHOOLS APPLICATIONS IN THE REGIONAL
 OFFICE**

DATE : JUNE 07, 2024

One of the goals of DepEd MIMAROPA Region is to ensure that all schools are operating in compliance with the policies, guidelines, and standards set by the Department of Education. This Office, through the Quality Assurance Division (QAD), delivers regulatory and development services to public and private schools. The QAD recommends the establishment, separation, recognition, closure, and accreditation of the public schools based on the assessment of their compliance to requirements and standards of quality basic education. Likewise, QAD validates private schools' compliance to requirements and standards of quality basic education and issue special orders to their graduates.

Relative to this, with reference to DepEd Order No. 88, s. 2010, DepEd Order No. 40, s. 2014, and DepEd Order No. 51, s. 2015, the QAD would like to reiterate the deadline of submission of both public and private schools' applications in the Regional Office. Enclosed is the Schedule of Submission of Public and Private Schools' Applications for reference.

For queries or clarifications, kindly contact Dr. Melbert S. Broqueza, Chief Education Supervisor, at email address gad.mimaroparegion@deped.gov.ph.

For the information and guidance of all concerned.

QAD/MSB

Enclosure



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 Telephone Nos.: (02) 8631-4070 | (02) 8637-2895 | (02) 8637-1799

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mimaropa.region@deped.gov.ph

SCHEDULE OF SUBMISSION OF PUBLIC AND PRIVATE SCHOOLS' APPLICATIONS

A. Public School Applications

Type of Application	Schedule of Submission
Application on Establishment, Merging, Conversion, and Naming/ Renaming of Public Schools, And Separation of Public-School Annexes in Basic Education	On or before June 30 of the current year DO 40, s. 2014, Section VI, Part VI Item C.7

B. Private School Applications

Type of Application	Schedule of Submission
Application for the opening of New School or for the operation of a new grade or year level	On or before August 30 preceding the start of the SY when the school/year level is supposed to operate. <i>(DO 88, s. 2010, Section 30)</i>
Application for the New/Renewal of Permit to Operate	On or before January 2 nd preceding the opening of the School Year <i>(DO 88, s. 2010, Section 30.5)</i>
Application for Tuition Fee and Other School Fees (Submission of documentary requirements)	Not later than May 15 of every school year. <i>DO 12, s. 1997 "Amendments to DO No. 21, s. 1993, No.21-A, s. 1993 and No.20, s. 1994</i>
Application for Recognition of Schools	On or before February 1 st preceding the opening of the School Year <i>(DO 88, s. 2010, Section 32)</i>
Request for Special Orders (SO)	At least 15 calendar days before the end of the current academic year. <i>DO 10, s. 2018 "Guidelines on the Issuance of Special Orders for the ASpprovalp of the Eligibility for Graduation from Senior High School of Grade 12 learners Enrolled in Private Schools, Colleges, and Technical Vocational Institutions for SY 2017".</i>

C. Senior High School Applications

Type of Application	Schedule of Submission
Operation of the SHS Program in an Existing Public School or Standalone School	<p>On or before August 31 preceding the start of the SY</p> <p>DO 51, s. 2015, Part VI, Item B.3</p>
Operation of the SHS Program in an Existing Private School or Standalone School	
Additional SHS Strand	
Additional SHS Specialization	
Application on the Issuance of Special Orders for the Eligibility for Graduation from Senior HS OF Grade 12 Learners Enrolled in Private Schools/Colleges and Technical-Vocational Institutions for SY	<p>At least 15 calendar days before the end of the current academic year</p> <p><i>DO 10, s. 2018 "Guidelines on the Issuance of Special Orders for the Approval of the Eligibility for Graduation from Senior High School of Grade 12 learners Enrolled in Private Schools, Colleges, and Technical Vocational Institutions for SY 2017".</i></p>