



July 2, 2019

REGIONAL MEMORANDUM

No. 333, s. 2019

**SUBMISSION 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,
SY: 2018-2019**

To: Schools Division Superintendent
Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisor/Coordinators for Private Schools
School Heads of Private/Colleges and Technical, Vocational Institutions
This Region



1. The issuance of special orders shall follow the same guidelines stipulated in DepEd Order No. 88, s. 2010, or the Revised Manual of Regulations for Private Schools in Basic Education and DepEd Order No. 10, s. 2018, issuance of special orders is applicable only for private schools/colleges and Technical Vocational Institutions and not for State/Local Universities and Colleges.
2. In Regional Memorandum No. 016, s. 2019, the deadline of submission of Special Orders in the Regional Office through the Quality Assurance Division is last **March 18, 2019** for SY: 2018-2019. In order to facilitate the remaining schools which did not comply the submission of documentary requirements for Special Orders, the Quality Assurance Division extends its deadline on **July 31, 2019** for private schools, colleges, and Technical-Vocational Institutions (TVIs) to forward their documentary requirements for the issuance of Special Orders as basic requirements for graduation.
3. In Section 29 on the Rules and Regulations Governing Private Schools in Private Education, the permit issued to a school is valid only for a specific educational program and shall remain VALID until formally REVOKED by the Department. In Section 34, the revocation of the permit issued to the schools shall be imposed for appropriate sanctions against responsible school officials if VIOLATION OF DEPED ORDERS OR REGULATIONS is committed by the school such as the issuance of Special Orders to Grade 12 Learners on their graduation. Thus, non-submission of documentary requirements **on or before July 31, 2019 is a ground for REVOCATION of their government permit to operate issued last SY: 2016-2017.**
4. The schools who did not meet the deadlines on the issuance of special orders are as follows:

DIVISION	NAME OF SCHOOL
AGUSAN DEL NORTE	CARAGA INSTITUTE OF TECHNOLOGY
AGUSAN DEL SUR	AMA COMPUTER LEARNING CENTER OF AGUSAN DEL SUR, INC.

QAD/edm
07/02/2019

DCC No.

DepEdRO13 – PAU – 001/R01/1-7-2019

Document Tracking No.

49039



(085) 342 - 8207



caraga@deped.gov.ph



www.caraga.deped.gov.ph



	COMPUTER RESEARCH NETWORK, INC. MAIN
	DIVINE WORD MANOBO CULTURAL DEVELOPMENT ACADEMY FOUNDATION, INC
	FATHER SATURNINO URIOS COLLEGE OF SIBAGAT, INC.
	INFORMATIC COMPUTER INSTITUTE OF AGUSAN DEL SUR, INC.
BAYUGAN CITY	INFORMATIVE TECHNOLOGICAL COLLEGE OF BAYUGAN CITY, INC.
BUTUAN CITY	ACLC COLLEGE OF BUTUAN CITY
	AGUSAN BUSINESS AND ARTS FOUNDATION, INC.
	AGUSAN COLLEGES, INC.
	ANGELICUM MONTESORRI SCHOOL, INC.
	BALITE INSTITUTE OF TECHNOLOGY BUTUAN
	BUTUAN CITY COLLEGES
	BUTUAN DOCTORS COLLEGE
	CENTER FOR HEALTHCARE PROFESSION
	COLEGIO DE CARAGA, INC.
	COLEGIO DE LIGA NG MGA BARANGAY
	HOLY CHILD COLLEGES OF BUTUAN
	NORTHEASTERN MINDANAO ACADEMY
	TIMBER CITY ACADEMY
SIARGAO	BUCAS GRANDE FOUNDATION COLLEGE
	MT. CARMEL SCHOOL OF SIARGAO, INC.
	SAN NICOLAS SCHOOL
	SIARGAO ISLAND INSTITUTE OF TECHNOLOGY
SURIGAO CITY	NORTHEASTERN MINDANAO COLLEGES
	SURIGAO EDUCATION CENTER
SURIGAO DEL SUR	CORTES ACADEMY HIGH SCHOOL

5. The Special Order Graduation Form (Form 9) and Accomplished Student's Evaluation Form for Senior High School can be downloaded at <https://tinyurl.com/so-2019>

6. Wide dissemination and compliance of this Memorandum is enjoined.


FRANCIS CESAR B. BRINGAS, CESO V
q. OIC – Regional Director 

Incl.: as stated

Reference: DepEd Order No. 10, s. 2018, DepEd Order No. 88, s. 2010,
DepEd Order No. 11, s. 2011, DepEd Order No. 114, s. 1991
MECS Order No. 48, s. 1986,

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

DOCUMENTS GUIDELINES GRADUATION PRIVATE SCHOOLS SPECIAL ORDER
QAD/edm
07/02/2019

DCC No.

DepEdRO13 – PAU – 001/R01/1-7-2019

Document Tracking No.

#9009



(085) 342 - 8207



caraga@deped.gov.ph



www.caraga.deped.gov.ph