



Republic of the Philippines
Department of Education
CARAGA REGION



February 22, 2022

REGIONAL MEMORANDUM
No. 0113, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
SGOD -CHIEFS
PRIVATE SCHOOLS COORDINATORS
This Region

ADJUSTMENTS OF THE DEADLINE FOR CONSULTATION AND APPLICATION FOR
CHANGES IN TUITION AND OTHER SCHOOL FEES BY PRIVATE
EDUCATIONAL INSTITUTIONS FOR SY 2022-2023

1. As per Regional Order No. 02, s. 2020, all private schools are required to submit their schedule of tuition fees annually not later than June, for every School Year. The submission of the schedule of Tuition and Other School Fees (TOSF) even without increase shall be the affirmation that the school has retained its tuition fees and other fees for the succeeding School Year.
2. DepEd MEMORANDUM No. 007, s. 2022, provides an information to amend DepEd Order No. 12, s. 1997 which is to revise the periods for consultation and application of changes in TOSF, extending the deadlines to three (3) months from the original date for SY 2022- 2023 only, as follows:
 - 2.1 The deadline for consultations is extended from March 30 to June 30, 2022;
 - 2.2 The deadline for submission of application and documentary requirements is extended from May 15 to August 15, 2022.
3. This adjustment shall apply to consultation and application for changes in tuition and other fees that will be charged in the upcoming SY 2022- 2023 ONLY.
4. Application for Tuition and Other School Fees for SY 2022-2023 shall be attached with the approved TOSF from the previous SY 2021-2022. Enclosed hereto is the template for your perusal.
5. Wide dissemination to all concerned of this memorandum is highly desired


MA. GEMMA MERCADO LEDESMA
Regional Director

Encls.: As stated
Reference: Regional Order No. s. 2020 and DepEd MEMORANDUM No. 007, s. 2022
To be indicated in the Perpetual Index
under the following subjects:

APPROVED	PROPOSED	SCHEDULE	SUBMISSION	TUITION
QAD/cmc 02/22/2022				



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Enclosure of RM No. 0113, s. 2022

Header (name of school & address)

**PROPOSED SCHEDULE OF TUITION AND OTHER SCHOOL FEES
FOR SY 2022 - 2023**

CURRICULUM OFFERING	S.Y 2022 -2023
Kindergarten	
Tuition	
Miscellaneous (show breakdown)	
Total	
Elementary School	
Tuition	
Miscellaneous (show breakdown)	
Total	
Junior High School	
Tuition	
Miscellaneous (show breakdown)	
Total	
Senior High School	
Tuition	
Miscellaneous (show breakdown)	
Total	
Grand Total	

CERTIFIED true and correct:

School Principal

Recommended for Approval:

Schools Division Superintendent

Approved:

MA. GEMMA MERCADO LEDESMA
Regional Director



Republic of the Philippines
Department of Education

21 FEB 2022

DepEd MEMORANDUM
No. **007**, s. 2022

**ADJUSTMENTS TO THE PERIOD OF CONSULTATION AND APPLICATION FOR CHANGES
IN TUITION AND OTHER SCHOOL FEES BY PRIVATE EDUCATIONAL INSTITUTIONS
IN LIGHT OF THE ADJUSTED SCHOOL CALENDAR FOR SCHOOL YEAR 2022-2023**

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher, and Technical Education, BARMM
Bureau Directors
Regional Directors
Schools Division Superintendents
Private Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to Section 181 of DepEd Order (DO) No. 88 s. 2010 otherwise known as the **2010 Revised Manual of Regulations for Private Schools and its amendment through DO 11, s. 2011**, any private school, which desires to revise its rates of tuition or other school fees or charges, or to impose other fees or charges, shall file application therefor with the Regional Director.

2. Pursuant to Section 182 of the same DO, any proposed increase in tuition or other school fees, as well as new fees or charges shall be subjected to appropriate consultations conducted by the school with the duly organized student government and with the parents of the students.

3. DO 12, s. 1997 provides that consultations must be completed not later than **March 30** of every school year and that applications shall be submitted not later than **May 15** of every school year.

4. Pursuant to Republic Act (RA) No. 11480 titled **An Act Amending Section 3 of Republic Act No. 7797, Otherwise Known as An Act to Lengthen the School Calendar from Two Hundred (200) Days to Not More Than Two Hundred Twenty (220) Class Days**, the opening of classes for School Year (SY) 2021-2022 was moved to September 13, 2021. Private or non-DepEd schools that had already started classes, or were scheduled to start classes ahead of September 13, were allowed to proceed, provided they strictly use distance learning modalities only and that there are no face-to-face classes.

5. In view of the adjustments made to the School Calendar for SY 2021-2022, which consequently necessitate **adjustments to the school calendar for the upcoming SY 2022-2023**, and in order to provide private educational institutions ample time to assess the necessary fees, as well as fully comply with consultations and other requirements, the Department of Education (DepEd) issues this DepEd Memorandum to adjust the periods for consultation and application, as follows:

- a. The deadline for consultation is extended **from March 30 to June 30, 2022**; and
- b. The deadline for submission of application and documentary requirements is extended **from May 15 to August 15, 2022**.

6. **This adjustment shall apply to consultation and application for changes in tuition and other school fees that will be charged in the upcoming SY 2022-2023 only.**

7. In this regard, the Regional Directors are instructed to review the application of new and/or increase in tuition and other school fees in light of its reasonableness for the continued delivery of basic education services under flexible modes and the requirements under existing, applicable policies.

8. For more information, please contact the **Private Education Office** through email at private.education@deped.gov.ph.

9. Immediate dissemination of this Memorandum is desired.



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please scan the QR code



DEPED-OSEC-454809


LEONOR MAGTOLIS BRIONES
Secretary

References:

DepEd Order: (Nos. 12, s. 1997; 88, s. 2010; and 11, s. 2011)

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

AMENDMENT
CALENDAR, SCHOOL
CHANGE
FEES
POLICY
PRIVATE EDUCATION
SCHOOLS