



Republic of the Philippines

Department of Education

SOCCSKSARGEN REGION SCHOOLS DIVISION OF SARANGANI

24 Jan 2025

DIVISION MEMORANDUM

No. **016** , s. 2025

ACTION PLAN FOR EARLY REGISTRATION FOR THE SCHOOL YEAR 2025-2026

To: Assistant Schools Division Superintendent Public Schools District Supervisors Public Elementary and Secondary School Heads

- 1. The School Governance and Operations Division Planning and Research Section (SGOD-PRS) is reminding all school heads that the schedule of early registration starts from the last Saturday of January to the last Friday of February of each year. All new entrants for Kindergarten, Grades 1, 7, and 11 learners in public elementary and secondary schools in Sarangani Province must be registered for the School Year 2025–2026.
- 2. In line with this, school heads are directed to prepare an action plan as required in DepEd Order No. 03, s. 2018 titled **Basic Education Enrollment Policy**. This must also be included in the Annual Implementation Plan per school. The soft copy of the action plan must be submitted to the SGOD-PRS **on or before January 25, 2025**. District heads are requested to monitor the compliance of the schools under their jurisdiction.
- 3. Lastly, school heads are advised to comply with the mandatory updating of learners' enrollment on the LIS-BOSY for Early Registration starting January 25 to February 25, 2025.
- 4. For inquiries, contact Mr. Bualan Y. Abid Jr. at bualan.abid001@deped.gov.ph.
- 5. Widest dissemination of this Memorandum is desired.

RUTH L. ESTACIO PhD, CESO V Schools Division Superintendent

Encl.: Action Plan Template

Reference: As stated

To be indicated in the <u>Perpetual Index</u> under the following subjects:

ENROLLMENT







Address: Capitol Compound, Maribulan, Alabel, Sarangani Province

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FORMS REPORTS

BYAJ/SGOD-PRS/DM – action plan for early registration for the school year 2025–2026 0100/24 January 2025

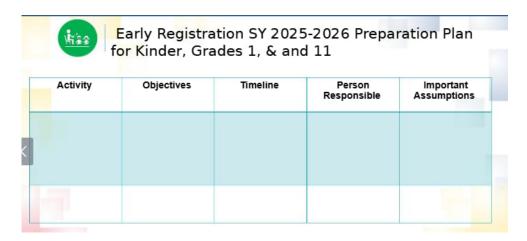






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(Enclosure to Division Memorandum No. 016, s. 2025)



Target versus Actual Number Early Registration of Kinder, Grades 1, 7 and 11 SY 2025-2026						der,		
Sector	Target	Actual	Target	Actual	Target	Actual	Target	Actual
	Kinder		Grade I		Grade 7		Grade 11	
Public								
Private								
Total								

Issues and Concerns	Actions Taken by the Division	Concerns Needing RO/CO Action	
		Action	