



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

20 Jul 2026

DIVISION MEMORANDUM

No. **075**, s. 2026

DISSEMINATION OF DEPED MEMORANDUM
Encoding on the Learner Information System (LIS)
for Beginning of School Year (BOSY) 2026-2027

To: Assistant Schools Division Superintendent
Public Schools District Supervisors concerned
Public and Private Elementary and Secondary School heads

1. For the information and guidance of all concerned, attached is a copy of DepEd Memorandum dated July 7, 2026, titled **Encoding on the Learner Information System (LIS) for Beginning of School Year (BOSY) 2026-2027**
2. The encoding and updating of learner information in the Learner Information System (LIS) shall be undertaken by all public and private schools, State Universities and Colleges (SUCs), Local Universities and Colleges (LUCs) offering basic education, Philippine Schools Overseas (PSOs), and Alternative Learning System Community Learning Centers (ALS CLCs) from **July 13, 2026, to September 30, 2026**.
3. For the Beginning of School Year (BOSY) 2026-2027, all schools shall enroll their learners in the LIS, update learners' profiles, and ensure that the following are tagged respectively:
 - a. Academic Recovery and Accessible Learning (ARAL) Program
 - b. Alternative Delivery Modes (ADM)
 - c. Arabic Language and Islamic Values Education (ALIVE)
 - d. Height & Weight
 - e. Citizenship
 - f. ESC Beneficiaries (for GASTPE Program-Participating Private Schools)
 - g. Ethnicity
 - h. Indigenous Peoples (IPs) Learners
 - i. Mother Tongue & Other Spoken Language
 - j. Pantawid Pamilyang Pilipino Program (4Ps) Beneficiaries
 - k. Religion
 - l. School-Based Feeding Program (SBFP) Beneficiaries
 - m. SHS Voucher Beneficiaries (for E-GASTPE Program-Participating Private Schools)
 - n. Special Needs Education (SNEd) and Classification/Types of Special Needs

One-time SHS Enrollment. A one-time enrollment policy shall be observed for Senior High School (SHS) learners, irrespective of whether the school follows a three-term academic calendar or a two-semester scheme. Consequently, schools





Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

are no longer required to enroll SHS learners or update their end-of-term or end-of-semester status after each term or semester.

4. **Strengthened Senior High School Elective Tagging.** Electives taken by all Grade 11 and Grade 12 SSSHS learners for Term 1 shall be tagged at the BOSY encoding, while those taken during Terms 2 and 3 shall be tagged at the End of School Year (EOSY) updating in the LIS.

5. All schools shall ensure that each learner is assigned only one unique Learner Reference Number (LRN). Accordingly, learners who already possess an existing LRN must not be registered in the system for the issuance of a new one, to maintain the integrity and continuity of their learner records..

6. To ensure compliance with the prescribed timeline and the timely completion of all required deliverables, all concerned personnel are hereby authorized to render the necessary additional services. In recognition thereof, they shall be granted **three (3) days of service creditor Compensatory Time Off (CTO)**, whichever is applicable.

7. For more quires, please kindly coordinate with the planning office - Mr. Bualan Y. Abid Jr. at number 0928-438-2483

8. Widest dissemination of this Memorandum is desired.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: As stated

Reference: As stated

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

COMMUNICATIONS
CORRESPONDENCE

Adriando A. Daligdig/SGOD/DM – dissemination of deped memorandum encoding on the learner information system (lis) for beginning of school year (bosy) 2026-2027

0487/July 20, 2026





Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI



Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR PHILIPPINE QUALIFICATIONS FRAMEWORK SECRETARIAT,
POLICY AND PLANNING SERVICE, EDUCATION CENTER FOR ARTIFICIAL INTELLIGENCE RESEARCH

MEMORANDUM

TO : **MINISTER, BASIC, HIGHER AND TECHNICAL EDUCATION,
BARM
REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL PLANNING OFFICERS
DIVISION PLANNING OFFICERS
PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY
SCHOOL HEADS
ALTERNATIVE LEARNING SYSTEM (ALS) LEARNING
FACILITATORS
ALL OTHERS CONCERNED**

FROM : 
RAFAELITA M. ALDABA, PhD
Undersecretary
Office of the Secretary

SUBJECT : **ENCODING ON THE LEARNER INFORMATION SYSTEM
(LIS) FOR BEGINNING OF SCHOOL YEAR (BOSY) 2026-
2027**

DATE : 07 July 2026

1. The Department of Education (DepEd), through the Policy and Planning Service – Education Management Information System Division (PPS-EMISD), and Information and Communications Technology Service (ICTS), collects the official enrollment data every school year through the Learner Information System (LIS). These are vital in formulating evidence-based policies, decision-making, and developing programs and projects in basic education.
2. All public and private schools, State Universities and Colleges (SUCs), Local Universities and Colleges (LUCs) offering basic education, Philippine School Overseas (PSOs), and Alternative Learning System Community Learning Centers (ALS CLCs) shall commence the encoding and updating of the learners' data in the LIS **from July 13, 2026 to September 30, 2026.**



17th F, Tech Zone Building, Sen. Gil Puyat Ave., Makati City
Email Address: oupe@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	PAWIM-CO-PPS-F	Rev	00
Effectivity	09.10.24	Page	1 of 3



Address: Capitol Compound, Maribulan, Alabel, Sarangani Province
Telephone Nos.: (083) 508-2039
Website: depedsarangani.org
Email Address: sarangani@deped.gov.ph





Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

Hence, all schools shall ensure that the learners' data are correct and reported within the timeline in the LIS, since this information will serve as a basis of the official enrollment.

3. For the Beginning of School Year (BOSY) 2026–2027, all schools shall enroll their learners in the LIS, update learners' profiles, and ensure that the following are tagged respectively:
 - a. Academic Recovery and Accessible Learning (ARAL) Program
 - b. Alternative Delivery Modes (ADM)
 - c. Arabic Language and Islamic Values Education (ALIVE)
 - d. Height & Weight
 - e. Citizenship
 - f. ESC Beneficiaries (for GASTPE Program-Participating Private Schools)
 - g. Ethnicity
 - h. Indigenous Peoples (IPs) Learners
 - i. Mother Tongue & Other Spoken Language
 - j. Pantawid Pamilyang Pilipino Program (4Ps) Beneficiaries
 - k. Religion
 - l. School-Based Feeding Program (SBFP) Beneficiaries
 - m. SHS Voucher Beneficiaries (for E-GASTPE Program-Participating Private Schools)
 - n. Special Needs Education (SNEd) and Classification/Types of Special Needs
4. **One-time SHS Enrollment.** One-time enrollment shall be implemented for Senior High School, regardless of whether a school adopts the three-term calendar or the two-semester calendar. Hence, there is no need to enroll and update the end of term or semester statuses of SHS learners per term or semester.
5. **Strengthened Senior High School Elective Tagging.** Electives taken by all Grade 11 and Grade 12 SSHS learners for Term 1 shall be tagged at the BOSY encoding, while those taken during Terms 2 and 3 shall be tagged at the End of School Year (EOSY) updating in the LIS.
6. All schools shall ensure that each learner has only one unique Learner Reference Number (LRN). Hence, learners with existing LRNs shall not be added into the system for issuance of a new one to ensure continuity of learner records.
7. The Regional Planning Officers (RPOs) and Division Planning Officers (DPOs) shall provide technical assistance to schools that encounter difficulty in encoding their Beginning of School Year (BOSY) enrollment in the LIS and monitor the participation of all schools under their respective jurisdiction.



17th F, Tech Zone Building, Sen. Gil Puyat Ave., Makati City
Email Address: ouppe@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	PAWIM-CO-PPS-F	Rev	00
Effectivity	09.10.24	Page	2 of 3



Address: Capitol Compound, Maribulan, Alabel, Sarangani Province
Telephone Nos.: (083) 508-2039
Website: depedsarangani.org
Email Address: sarangani@deped.gov.ph





Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

8. For any clarifications, please do not hesitate to contact the Policy and Planning Service – Education Management Information System Division (PPS-EMISD) through telephone number: 8638-2251 or email address: ps.emisd@deped.gov.ph.
9. For compliance and dissemination.



17th F, Tech Zone Building, Sen. Gil Puyat Ave., Makati City
Email Address: oupe@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	PAWIM-CO-PPS-F...	Rev	00
Effectivity	09.10.24	Page	3 of 3



Address: Capitol Compound, Maribulan, Alabel, Sarangani Province
Telephone Nos.: (083) 508-2039
Website: depedsarangani.org
Email Address: sarangani@deped.gov.ph

