



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF NEGROS ORIENTAL
Capitol Area, Dumaguete City

February 15, 2018


DIVISION MEMORANDUM

No. 111 s. 2018

REMINDERS TO PRIVATE SCHOOLS ON THE APPLICATION FOR SPECIAL ORDER FOR COMPLETION FOR JUNIOR HIGH SCHOOL EDUCATION COURSE AND SPECIAL ORDER FOR GRADUATION FOR SENIOR HIGH SCHOOL EDUCATION COURSE FOR THE SCHOOL YEAR 2017 – 2018

TO: Chiefs, CID & SGOD
DEPS/SEPS
Public School District Supervisors
Private Secondary School Heads
All Others Concerned

1. Attached is the Regional Memorandum No. 0095, Series of 2018 entitled **Reminders to Private Schools on the Applications for Special Order for completion for Junior High School Education Course and Special Order for Graduation for Senior High School Education Course for the School Year 2017 – 2018.**
2. All Private Secondary Schools are hereby informed on the submission of Special Order (SO) applications with complete documentary requirements for School Year 2017 – 2018 to the Division Office for rechecking, verification and evaluation
3. For details, please see attached Regional Memorandum.
4. For the information, guidance and compliance of all concerned.

For:  **SALUSTIANO T. JIMENEZ, CESO VI**
OIC – Assistant Regional Director
Concurrent– Office of the SDS

Incl.: As stated

15 FEB 2018

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DR. PICARDAI

Sr. DENNIS



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



REGIONAL MEMORANDUM
NO. 0095, Series of 2018

FEB 06 2018

REMINDERS TO PRIVATE SCHOOLS ON THE APPLICATIONS FOR SPECIAL ORDER FOR COMPLETION FOR JUNIOR HIGH SCHOOL EDUCATION COURSE AND SPECIAL ORDER FOR GRADUATION FOR SENIOR HIGH SCHOOL EDUCATION COURSE FOR THE SCHOOL YEAR 2017-2018

To: Schools Division Superintendents
Private Secondary School Heads
All Others Concerned

1. Pursuant to Section 150 (Special Order) of DepEd Order no. 88, s. 2010, which states that *except as may otherwise be provided for by the Department of Education in connection with accreditation, special orders shall be required for the graduation of high school students from the formal secondary level in private schools.* The withholding of the issuance of such special orders by the Department of Education shall be undertaken only in connection with defects in the applications for special orders issued by the school. *Applications for special orders shall be filed by the school with the Department of Education at least sixty calendar days before the end of the academic year and shall be processed by the Department of Education and returned to the school within thirty calendar days within the receipt of such application.*

2. In view of the foregoing, private schools are reminded to submit special order applications for completion for Junior High School Education Course with complete supporting documents and special order applications for graduation for Senior High School Education Course with complete documentary requirements for School Year 2017-2018 to your respective Schools Division Offices for rechecking, verification and evaluation as stipulated in Regional Memorandum no. 95, s. 2016 and Regional Memorandum no. 737, s. 2015.

3. Immediate and wide dissemination of this Memorandum is enjoined.

Juliet A. Jeruta
JULIET A. JERUTA

Director III

Officer-in-Charge

Office of the Regional Director

Enclosures: as stated

JAJ/BDT/jksb

QAD

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