



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
Capitol Area, Dumaguete City

March 5, 2018

DIVISION MEMORANDUM

No. 147, s. 2018

DISSEMINATION OF DEPED ORDER NO. 6, S. 2018 ENTITLED "SCHOOL YEAR 2017-2018 K TO 12 BASIC EDUCATION PROGRAM END OF SCHOOL YEAR RITES"



To : All Division Chiefs
Education Program Supervisors/Division Coordinators
Public Schools District Supervisors/Districts-In-Charge
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. For the information and guidance of all concerned attached is Regional Memorandum No. 162 s. 2018, disseminating DepEd Order No. 6, s. 2018 announcing the conduct of **End of School Rites**.
2. The end of school rites shall focus on the theme "Mag-aaral ng K to 12: Handa sa Hamon ng Buhay" (K to 12 Learners: Ready to Face Life's Challenges) which highlights the role of K to 12 Basic Education Program in harnessing the skills and competencies of the Filipino learners to face life's challenges.
3. Attention is invited to the provision in the Memorandum, "the end of school rites should be scheduled not earlier than April 2, 2018 but not later than April 6, 2018. Schools with an extended school year will have to be guided by their approved revised school calendar.
4. Further, all Grade 12 learners are required to take the Basic Education Exit Assessment (BEEA) which will be conducted before April 6, 2018.
5. This Office further reiterates on the following:
 - a. Ceremonies must be simple but meaningful involving only the learners, their parents, and the school;
 - b. non-academic projects should not be imposed as requirements for graduation and completion;
 - c. expenses relative to the end of school rites should be charged to the school's Maintenance and Other Operating Expenses under the 2018 Budget;
 - d. any DepEd personnel should not be allowed to collect any graduation/moving up/closing ceremony fees or any kind of contribution;
 - e. contribution to the annual yearbook, if any, should be on a voluntary basis; and

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- f. ceremonies shall be solemn and shall not be used as a political forum.
6. Please refer to the enclosures for the completion certificate and diploma template.
 7. For further details please refer to the attached Memorandum.
 8. For information, widest dissemination, and compliance.

 **SALUSTIANO T. JIMENEZ, CESO VI**
Schools Division Superintendent
OIC-Assistant Regional Director 

Richard



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. 0162 Series of 2018

FEB 27 2018

**DISSEMINATION OF DEPED ORDER NO. 6, S. 2018 ENTITLED
"SCHOOL YEAR 2017-2018 K TO 12 BASIC EDUCATION
PROGRAM END OF SCHOOL YEAR RITES"**

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

1. This Regional Office disseminates DepEd Order No. 6, s. 2018 dated February 15, 2018 entitled "School Year 2017-2018 K to 12 Basic Education Program End of School Year Rites" for the information and guidance of all concerned.
2. Attached is a copy of said issuance for your reference.
3. Immediate and wide dissemination of this DepEd Order is enjoined.

Juliet A. Jeruta
JULIET A. JERUTA
Director III
Officer-in-Charge
Office of the Regional Director

JAJ/BDT/jksb
QAD

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Quality Assurance and Accountability Division: (032) 231-1071; Resource Mobilization and Special Programs and Projects Division: (032) 254-7062;
Training and Development Division: (032) 255-5239 loc. 112; Planning, Policy and Research Division: (032) 233-9030; 414-7065;
Administrative Division: (032) 414-7326; 255-1313; 414-7366 414-4367; Budget and Finance Division: (032) 256-2375; 253-8061; 414-7321
Website: <http://www.depedro7.com.ph>

"EFA 2015: Karapatan ng Lahat, Pananagutan ng Lahat"



Republic of the Philippines
Department of Education

15 FEB 2018

DepEd ORDER
No. **06**, s. 2018

**SCHOOL YEAR 2017-2018 K TO 12 BASIC EDUCATION PROGRAM
END OF SCHOOL YEAR RITES**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Secretary, ARMM
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. For School Year (SY) 2017-2018, the Department of Education (DepEd) announces the conduct of the following **End of School Year Rites**:

Grade Level Completers	Ceremony	Proof of Completion
Kindergarten	Moving Up or Completion	Kindergarten Certificate (Enclosure No. 1)
Grade 6	Graduation	Elementary Certificate (Enclosure No. 2)
Grade 10	Moving Up or Completion	Junior High School Certificate (Enclosure No. 3)
Grade 12 learners from a. Schools with DepEd-approved K to 12 transition plan b. Schools with permit to operate Senior High School since 2014 c. International schools with K to 12 Program	Graduation	Senior High School Diploma (Enclosure No. 4)

2. The 2018 ceremonies shall focus on the theme *Mag-aaral ng K to 12: Handa sa Hamon ng Buhay* (K to 12 Learners: Ready to Face Life's Challenges). Schools, divisions, or regions may translate the theme in Mother Tongue. This theme highlights the role of K to 12 Basic Education Program in harnessing the skills and competencies of the Filipino learners to face life's challenges.

3. As announced in Enclosure No. 1 of DepEd Order (DO) No. 25, s. 2017 entitled School Calendar for School Year 2017-2018, the end of school year rites should be scheduled not earlier than **April 2, 2018** but not later than **April 6, 2018**. Schools, divisions, or regions with an extended school year will have to be guided by their approved revised school calendar.

4. **All Grade 12 learners** are required to take the **Basic Education Exit Assessment (BEEA)** which will be conducted before **April 6, 2018**. Details of the examination will be issued on a separate memorandum.

5. In line with the government's austerity program, DepEd reiterates the following policies:

- a. Graduation rites should be simple but meaningful which encourage civil rights, a sense of community, and personal responsibility. While these rites mark a milestone in the life of the learners, these should be conducted without excessive spending, extravagant attire, or extraordinary venue;
- b. Moving Up or Closing Ceremonies should be simple involving only the learners, their parents and the school; and
- c. Non-academic projects such as attendance to field trips, film showing, junior-senior promenade, and other school events should not be imposed as requirements for graduation or completion.

For Public Schools only

- d. Expenses relative to the activity should be charged to the school's Maintenance and Other Operating Expenses under the 2018 Budget;
- e. Any DepEd personnel should **not be allowed to collect any graduation/moving up/closing ceremony fees or any kind of contribution**; and
- f. Contribution for the annual yearbook, if any, should be on a voluntary basis.

6. Use of enclosed completion certificate and diploma templates:

For private elementary and secondary schools, technical and vocational institutions (TVIs), and higher education institutions (HEIs) including state universities and colleges (SUCs) and local universities and colleges (LUCs)	The use of the enclosed completion certificate and diploma templates is optional. The signature of the school head is required, while the signature of the schools division superintendent is not required.
For public elementary and secondary schools	The use of the enclosed completion certificate and diploma templates is required .

7. Awarding of honors to learners from Grades 1 to 12 shall follow the guidelines stipulated in DO 36, s. 2016 entitled Policy Guidelines on Awards and Recognition for K to 12 Basic Education Program.

8. Further, the end of school year rites and moving up or closing ceremony should be conducted in an appropriate solemn ceremony befitting the learners and their parents, and **shall not be used as a political forum**.

9. Immediate dissemination of and strict compliance with this Order is directed.


LEONOR MAGTOLIS BRIONES
Secretary

Encls.:

As stated

References:

DepEd Order: Nos. 8 and 25, s. 2017, and 36, s. 2016

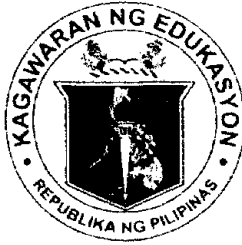
To be indicated in the Perpetual Index
under the following subjects:

BASIC EDUCATION
CERTIFICATE
DIPLOMA
GRADUATION
JUNIOR HIGH SCHOOL
KINDERGARTEN EDUCATION
LEARNERS
POLICY
SENIOR HIGH SCHOOL

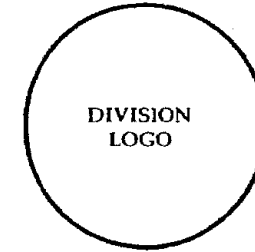
DJP, DO School Year 2017-2018 K to 12 BEP End of School Year Rates
0125-February 8/9, 2018

(Enclosure No. 1 to DepEd Order No. 06, s. 2018)

SAMPLE TEMPLATE FOR KINDERGARTEN CERTIFICATE



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon
Department of Education



REHIYON XXX
REGION XXX
SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXXX
PUROK NG XXXXXX
DISTRICT OF

XXXXXX ELEMENTARY SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa Paaralang Elementarya na itinakda
has satisfactorily completed the requirements for Elementary School as prescribed
ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
by the Department of Education and is therefore awarded this

KATUNAYAN
CERTIFICATE

Nilagdaan sa Xxxxxxxxxx, Pilipinas nitong ika-___ ng Abril 2018.
Signed in Xxxxxxxxxx, Philippines on the __th day of April 2018.

XXXXXXXXXXXX
Punong-Guro
Principal

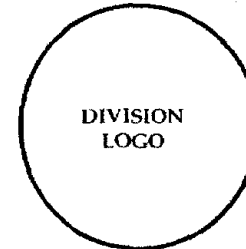
XXXXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent

(Enclosure No. 2 to DepEd Order No. 06, s. 2018)

SAMPLE TEMPLATE FOR GRADE 6 ELEMENTARY CERTIFICATE



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon
Department of Education



REHIYON XXX
REGION XXX
SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXX
PUROK NG XXXXXX
DISTRICT OF

XXXXXX ELEMENTARY SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa Paaralang Elementarya na itinakda
has satisfactorily completed the requirements for Elementary School as prescribed
ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
by the Department of Education and is therefore awarded this

KATIBAYAN

DIPLOMA

Nilagdaan sa Xxxxxxxxxx, Pilipinas nitong ika-___ ng Abril 2018.
Signed in Xxxxxxxxxx, Philippines on the ___th day of April 2018.

XXXXXXXXXXXX
Punong-Guro
Principal

XXXXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent

(Enclosure No. 3 to DepEd Order No. 06, s. 2018)

SAMPLE TEMPLATE FOR GRADE 10 CERTIFICATE OF COMPLETION



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon

Department of Education

REHIYON XXX
REGION XXX

SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXXX

XXXXXX HIGH SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxx

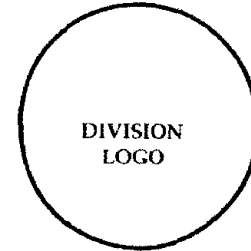
ay kasiya-siyang nakatupad sa mga kinakailangan sa pagtatapos ng Junior High School na itinakda para sa
has satisfactorily completed the requirements for Junior High School prescribed for
Mataas na Paaralan ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
Secondary Schools of the Department of Education and is therefore awarded this

KATUNAYAN
CERTIFICATE

Nilagdaan sa Xxxxxxxxxx, Pilipinas nitong ika-___ ng Abril 2018.
Signed in Xxxxxxxxxx, Philippines on the ___th day of April 2018.

XXXXXXXXXXXX
Punong-Guro
Principal

XXXXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent



(Enclosure No. 4 to DepEd Order No. 06, s. 2018)

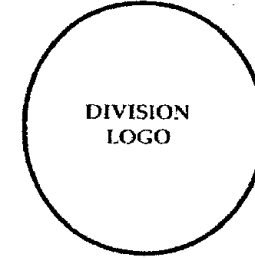
SAMPLE TEMPLATE FOR GRADE 12 DIPLOMA



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon
Department of Education

REHIYON XXX
REGION XXX

SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXX



XXXXXX HIGH SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa pagtatapos ng Senior High School
has satisfactorily completed the requirements for graduation in Senior High School

_____ **TRACK AND** _____ **STRAND**
_____ TRACK AT _____ STRAND

na itinakda para sa Mataas na Paaralan ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
prescribed for Secondary Schools of the Department of Education and is therefore awarded this

KATIBAYAN
DIPLOMA

Nilagdaan sa Xxxxxxxxxx, Pilipinas nitong ika-___ ng Abril 2018.
Signed in Xxxxxxxxxx, Philippines on the ___th day of April 2018.

XXXXXXXXXX
Punong-Guro
Principal

XXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent