



DepEd – DIVISION OF QUEZON

Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Cell # 09175824627 or at www.depedquezon.com.ph
"Creating Possibilities, Inspiring Innovations"



Registration Number:
QAC/R63/0216

January 17, 2019

DIVISION MEMORANDUM

DM No. 16, s. 2019

CONDUCT OF EARLY REGISTRATION FOR SY 2019-2020

To: **Public Schools District Supervisors, Elementary and Secondary School Heads and All Other Concerned**

1. In preparation for the opening of classes for SY 2019-2020, as per DepEd Order 3, s. 2018 declares January 26, 2019 as the commencement of Early Registration for SY 2019-2020 in all public and secondary schools in the Division to achieve universal participation and completion of the cycles.

2. With the support of local officials, civic organizations, people's organizations (POs) and the community, a massive advocacy campaign to find children and youth not currently enrolled and bring them back to school shall be undertaken from January 26 to February 28, 2019.

3. The following are the objectives of the Early Registration:

a. To ensure that all new entrants for Kindergarten, Grades 1, 7, and 11 learners are registered; and

b. To locate, identify, and register OSC and OSY in the community who may be characterized as:

- Living with disability/ies
- Living in a off-grid community
- Living in a barangay without school
- Living in a geographically isolated area
- Displaced due to natural disaster
- Living in an armed conflict area
- Living in an area with high level of criminality/drug abuse
- Having chronic illness
- Having nutritional problem/s
- Victim of child abuse, economic exploitation

DEPEDQUEZON-TM-SDS-04-009-001

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- Stateless/Undocumented
- In conflict with the law
- Living on the streets
- No longer in school but interested in going back to school

4. Schools are advised to come up with various activities such as house-to-house campaigns or meetings with local and barangay officials, civic organizations and POs to help and locate children who should be in school. Regional offices and school's divisions offices (SDOs) shall support school campaigns. Registration process shall include the following activities:

| DATE | ACTIVITIES |
|-------------------------------|--|
| January 21-23, 2019 | Child or Youth Find Activities |
| January 24, 2019 | Principals meeting with the Barangay Officials |
| January 25, 2019 | Advocacy campaign to the barangays |
| January 26, 2019 | Commencement of Early Registration Day in all Public Schools |
| January 26- February 28, 2018 | Early Registration Period in all Public Schools |
| March 1, 2017 | Planning to Address Resource Gaps and Implementation of Different Program Interventions must be indicated in the School MEPA |

5. Early Registration enrolment data should be encoded and submitted through the Learner Information System - Early Registration Tab.

6. District Supervisors are advised to monitor the said activity.

7. Expenses related to Early Registration shall be charged to school MOOE/ local funds, as appropriate and as authorized, subject to existing accounting and auditing rules and regulations.

8. Immediate dissemination and strict compliance with this Memorandum is directed.

MERTHEL M. EVARDOME CESO, VI
Schools Division Superintendent

Asdsgmi01/17/2019

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