



Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE

28 July 2021

DIVISION MEMORANDUM
 DM No. 524, s. 2021

**PRC ONSITE CENTER FOR RENEWAL AND AUTHENTICATION
 OF TEACHERS' PROFESSIONAL LICENSE**

To: OICs, Office of the Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division
Chief, Schools Governance Operation Division
Education Program Supervisors
Public Schools District Supervisors
Elementary, Junior and Senior High School Heads
All Public Elementary, Junior and Senior High School Teachers
All Others Concerned

1. With reference to Division Memorandum No.308, s. 2021-**Renewal and Inventory of Teachers Professional License** issued on May 21, 2021, this Office, in coordination with the Professional Regulation Commission-Lucena Field Office hereby informs the field about the final schedule of the operation of PRC Onsite Center in the three areas in the province of Quezon as follow:

Congressional District	Venue	Date
First Cong. District	Infanta - Infanta National High School	August 10, 2021
Third Cong. District	Catanauan - Catanauan Central ES	August 12 2021
Fourth Cong. District	Gumaca - Gumaca National High School	August 13, 2021

2. This initiative aims to provide assistance to those teachers who find it difficult to travel to Lucena City for the renewal and authentication of PRC License.
3. Teachers whose PRC license are already expired and are about to expire and who were identified by the district during the District Inventory of PRC License are encouraged to take the opportunity of renewing their license on the above-indicated dates and venues.

DEPEDQUEZON-TM-SDS-04-009-003



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4. As per instructions of PRC, those teachers who will renew their license at the above-indicated venues will undergo the following steps:
 - a. Register online on the dates/period which will be posted on the Messenger Group Chat of PSDS and School Heads. Please refer to the table above for the date and venue.
 - b. Payment may be made using Landbank (for those with laccess account), Bancnet Credit Card and PayMaya.
 - c. Do not log out from your account unless payment has been made so as not to lose the slot.
5. For those teachers who have registered already and have secured a slot for Lucena Office, and would like to have their renewal done at the Onsite Center, please submit a screenshot of your online registration (showing your name, date) and send it via email to sdo.quezon.asds@deped.gov.ph until August 4, 2021 (Wednesday). The division office will then send your names to the PRC so that they can change your slot.
6. The Public Schools District Supervisors and School Heads are directed to remind the teachers about these schedules and instructions so that when S.Y. 2021-2022 opens, there will be no teachers whose license are expired. This is in compliance with the provision of OHRA ORA 2017 stating that *"a teacher whose license is expired shall not be allowed to practice the teaching profession."*
7. Posting and widest dissemination of this Memorandum is earnestly desired.

ELIAS A. ALICAYA, JR., EdD
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

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