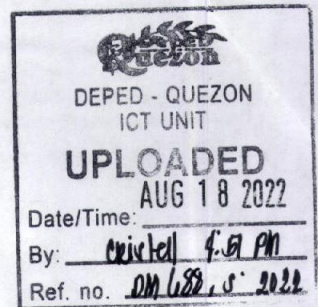




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



16 August 2022

DIVISION MEMORANDUM
DM No. 688, s. 2022

**DISSEMINATION OF TRANSITORY GUIDELINES ON PROCESSING APPLICATIONS FOR
HOMESCHOOLING PROGRAM FOR THE SCHOOL YEAR 2022-2023**

To: Assistant Schools Division Superintendents,
SGOD and CID Chief,
Education Program Supervisors,
Public Schools District Supervisors,
Public School Heads,
Private School Owners and Administrators,
All Others Concerned

1. Attached herewith is Regional Memorandum No. 508, s. 2022 titled Transitory Guidelines on Processing Applications for Homeschooling Program for the School Year 2022-2023.
2. For immediate and wide dissemination this Memorandum is desired.

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

cid-ims/farm/08/16/2022

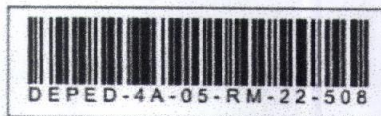
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DEPARTMENT OF EDUCATION
RECORDS SECTION, REGIONAL OFFICE NO. IV-A

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17267

By: [Signature] Date: 4/4/22

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

05 August 2022

Regional Memorandum

**TRANSITORY GUIDELINES ON PROCESSING APPLICATIONS
FOR HOMESCHOOLING PROGRAM FOR THE
SCHOOL YEAR 2022-2023**

To **Schools Division Superintendents**
SGOD Chiefs
SDO In-charge of Private Schools
Heads/Administrators, Public and Private Schools

DEPED - QUEZON
ICT UNIT

DOWNLOADED

Date/Time: AUG 10 2022
By: [Signature]

1. In consideration of the efforts of the schools upon publication of the DepEd Order No. 001, s. 2022 on January 21, 2022, this Office announces that all applications for Homeschooling Program for SY 2022-2023 that were submitted after January 2, 2022 will still be processed. Further, schools that are ready to implement the program are given only until **August 19, 2022** to submit the application documents subject to the evaluation by the Schools Division Offices and for validation by the Regional Office.
2. The Permit/Authorization to implement the Homeschooling shall only be granted upon compliance with all the program requirements. The list of documentary requirements can be found in Nos. 13 and 14 (Provisions for Public Schools) and No.15 (Provisions for Private Schools) under VI. Program Implementation of the Enclosure to DepEd Order No. 001 s. 2022. The processing checklists and flowchart for processing the applications are provided in the enclosures.
3. For other queries and further details, please contact Quality Assurance Division at (02) 86822114 local 450 or email us thru qad.calabarzon@deped.gov.ph
4. For immediate and wide dissemination of all concerned.

[Signature]
ATTY. ALBERTO T. ESCOBARTE, CESO II
Assistant Secretary
Officer-In-Charge
Office of the Regional Director

QAD/esg

ASDS

RECEIVED

Date/Time: AUG 18 2022
By: [Signature]

Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone Nos.: 02-8682-5773/8684-4914/8647-7487
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.gov.ph

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Date/Time: AUG 15 2022
By: [Signature]

SDS OFFICE

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Date/Time: AUG 10 2022
By: [Signature]

Aug. 16, 2022
9:10 pm

Enclosure 1

PROCESSING SHEET FOR APPLICATION FOR HOMESCHOOLING PROGRAM (PRIVATE SCHOOLS)

(Pursuant to DepEd Order #001 s. 2022)

Name of School: _____
Address & Division: _____
Program/School Year: _____

DOCUMENTARY REQUIREMENTS

- _____ 1. Letter of Intent addressed to the Regional Director
- _____ 2. Authorization Letter to offer Homeschooling Program as Alternative Delivery Mode (ADM) from SDO
- _____ 3. Original Copy of Board Resolution to Offer Homeschooling Program as an ADM signed by the Corporate Secretary
- _____ 4. Copy of Homeschooling Program Manual, which includes, but is not limited to, a discussion of the program standards: program management, curriculum, instruction, assessment, among others;
- _____ 5. Homeschool Organizational Chart (which shall include the homeschool coordinator) with the corresponding roles and responsibilities of each member
- _____ 6. Certification of availability of learning resources aligned with the K to 12 Curriculum
- _____ 7. Orientation/Training Plan for parents/guardians, duly certified by the School Head
- _____ 8. Annual Homeschooling Program Calendar duly certified by the School Head
- _____ 9. Notarized schedule of tuition and other school fees for the Homeschooling Program
- _____ 10. Copy of accomplished Annex 1 (Learning Plan), Annex 2 (Home Schooling Program Form), Annex 3 (Letter of Intent of Parents/Guardians), Annex 4 (Agreement)

Findings and recommendations:

Evaluated:

SDO ADM COORDINATOR

SDO IN-CHARGE OF PRIVATE SCHOOLS

Date

Date

Reviewed:

Noted:

RO ADM COORDINATOR

CLMD CHIEF

Date

Date

Findings and recommendations:

Validated:

Noted:

QAD IN-CHARGE OF DIVISION

QAD OIC-CHIEF

Date

Date

Enclosure 2

PROCESSING SHEET FOR APPLICATION FOR HOMESCHOOLING PROGRAM (PUBLIC SCHOOLS)

(Pursuant to DepEd Order #001 s. 2022)

Name of School: _____
Address & Division: _____
Program/School Year: _____

DOCUMENTARY REQUIREMENTS

- _____ 1. Letter of Intent addressed to the Regional Director
- _____ 2. Authorization Letter to offer Homeschooling Program as Alternative Delivery Mode (ADM) from SDO
- _____ 3. School's implementation plan
- _____ 4. Training plan for parents on curriculum, instruction, and assessment and assistance to enrollees with their corresponding grade levels.
- _____ 5. Copy of accomplished Annex 1 (Learning Plan), Annex 2 (Home Schooling Program Form), Annex 3 (Letter of Intent of Parents/Guardians), Annex 4 (Agreement)

Findings and recommendations:

Evaluated:

SDO ADM COORDINATOR

Date

SDO IN-CHARGE OF PRIVATE SCHOOLS

Date

Noted:

CID CHIEF

Date

SGOD CHIEF

Date

Noted:

CID CHIEF

SGOD CHIEF

Date

Date

Reviewed:

Noted:

RO ADM COORDINATOR

CLMD CHIEF

Date

Date

Findings and recommendations:

Validated:

Noted:

QAD IN-CHARGE OF DIVISION

QAD OIC-CHIEF

Date

Date