



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region XI  
Division of Digos City




Office of the Schools Division  
Superintendent

Telefax: (082) 553 – 8396; 553-8376

Division Memorandum  
No. 260, s. 2016

To: School Principals/Administrators  
DepED and Non-DepEd Senior High School Providers


From:   
DEE D. SILVA, DPA, CESO VI  
Schools Division Superintendent

Subject: STEPPING UP THE DAILY ENROLMENT OF SENIOR HIGH SCHOOL  
STUDENTS FOR SCHOOL YEAR 2016-2017

Date: MAY 30, 2016

1. In pursuance to an unnumbered Regional Memorandum entitled, “Stepping up the Daily Enrolment of Senior High School Students for School Year 2016-2017”, this Office enjoins all SHS providers to conduct continuous advocacy regarding the on-going enrollment of SHS and establish modalities and unique strategies to achieve complete coverage of the Grade 10 completers to the Grade 11 classes on June 13, 2016.
2. The following information are necessary to be in schools:
  - a. Information Kit on SHS;
  - b. Tarpaulins with the information that the enrollment of SHS commences last May 2, 2016 and end up on May 31, 2016 only
  - c. List of Schools both public and private that will offer SHS program
  - d. Kit regarding the SHS Voucher Program
  - e. Other related information pertaining to Oplan Balik Eskwela
3. To determine progress on enrollment, all schools shall furnish daily this office through email at [luzmindaj@yahoo.com](mailto:luzmindaj@yahoo.com) or through text message to the contact number 09184457331 the **updates on enrolment for each track and strand/specialization**. The same information shall be consolidated and submitted to the Regional Office.
4. For information, guidance and compliance.

DepEd Schools Division of Digos

**RELEASED**  
4362  
Date: MAY 30 2016 time: 5:14  
By: 



MEMORANDUM

To : Schools Division Superintendents  
Public and Private Senior High School Implementing Schools  
Chiefs, Regional Office Divisions

DepEd Schools Division of Digos

RECEIVED 4362

From : *Alberto T. Escobar*  
ATTY. ALBERTO T. ESCOBARTE, CESO IV  
Regional Director

Date: MAY 30 2016 Time: 10:50

By: *[Signature]*

Subject : STEPPING UP THE DAILY ENROLMENT OF SENIOR HIGH SCHOOL  
STUDENTS FOR SCHOOL YEAR 2016 - 2017

Date : May 25, 2016

- As mechanism to step up the enrollment of Senior High School (SHS) students for School Year 2016 – 2017 in both public and private schools, this Office enjoins all Schools Division Offices are enjoined to conduct continuous advocacy regarding on-going enrollment of SHS and establish viable modalities and unique strategies to achieve complete coverage of the Grade 10 completers to the Grade 11 classes on June 13, 2016.
- The following information are necessary to be in the schools :
  - Information Kit on SHS
  - Tarpaulin with the information that the enrolment of SHS commences last May 2, 2016 and to end up on May 31, 2016 only.
  - List of Schools of both public and Private that will offer SHS Program
  - Kit regarding the SHS Voucher Program
  - Other related information pertaining to Oplan Balik Eskwela
- To determine progress on enrolment, all SDOs shall furnish daily this Office through email at the updates on enrolment utilizing the attached template.
- Immediate dissemination and compliance with this Memorandum is desired.

ROC1/jgv

Enclosure 1

Department of Education  
Regional Office XI  
RECORDS SECTION  
RELEASED

By: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

*[Faint stamp and handwritten notes]*  
5-27-16

### SENIOR HIGH SCHOOL DAILY ENROLMENT REPORT

NAME OF DIVISION : \_\_\_\_\_  
 NO. OF PUBLIC SCHOOLS COVERED : \_\_\_\_\_  
 NO. OF PRIVATE SCHOOLS COVERED : \_\_\_\_\_  
 NO. OF SUC / LUC COVERED : \_\_\_\_\_

TRACKS	STRAND / SPECIALIZATION	PUBLIC	PRIVATE	TOTAL
ACADEMIC	ABM			
	GAS			
	HUMSS			
	STEM			
	MARITIME			
TVL	AFA			
	• List of Specializations			
	HE			
	• List of Specializations			
	IA			
	• List of Specializations			
ARTS AND DESIGN	ARTS PRODUCTION			
	PERFORMING ARTS			
SPORTS				

Submitted by :

\_\_\_\_\_

SHS Focal Person

\_\_\_\_\_

Planning Officer

Verified / Noted :

\_\_\_\_\_

Schools Division Superintendent