

## Devartment of Education

DIGOS CITY DIVISION

#### Office of the Schools Division Superintendent

#### **DIVISION MEMORANDUM**

SGOD-2025-11

To Assistant Schools Division Superintendent

Chiefs of SGOD and CID

Public Schools District Supervisors

Private Schools Focal Person Senior High School Focal Person

SMM&E Personnel

All Private School Heads/Administrators/Presidents

Subject:

ADDITIONAL REQUIREMENT FOR INCREASE IN TUITION FEE AND/OR

OTHER FEE APPLICATIONS STARTING 2025-2026

Date

February 3, 2025

- 1. This has reference to the enclosed Regional Memoranda QAD-2025-005, 011 and 015, dated January 6, 22 and 30, 2025, respectfully, regarding the additional requirements in Tuition and Other Fees Application starting SY 2025-2026. This Office hereby informs the field that the/a:
  - a) CURRENT YEAR government permit to operate issued by the Quality Assurance Division (QAD), RO XI shall form part of the requirements for the INCREASE, DECREASE or NO INCREASE in Tuition Fee and Other Fees Application;
  - b) PRECEDING SCHOOL YEAR CONFIRMATION of fees approved by the Regional Director shall form part of the requirements for INCREASE in Tuition and Other Fees application;
  - c) MINUTES OF THE CONSULTATION MEETING with the required attendance and signature of the majority (50% + 1) of the total population of the parent-stakeholders shall form part of the requirements for INCREASE in Tuition and Other Fees application; and
  - d) CERTIFICATION from the school Principal confirming therein the total number of the school's parent-stakeholder population shall form part of the requirements for INCREASE in Tuition Fee and Other Fees application.
- 2) The said documents shall be added in the checklist of requirements in the Online Application System of DepEd ROXI.
- 3) For immediate dissemination, and compliance with, by all concerned.

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Schools Division Superintendent

Enclosed: As stated: SGOD/smm&e/cuy

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### Department of Education

DAVAD REGEON

January 30, 2025

REGIONAL MEMORANDUM OAD-2025-015

ADDENDUM TO REGIONAL MEMORANDUM QAD-2025-011 REVISION TO RM-QAD-2025-005 ADDITIONAL REQUIREMENT FOR INCREASE IN TUITION AND/OR OTHER FEE APPLICATIONS STARTING SY 2025-2026

To: Assistant Regional Director
Schools Division Superintendents
Principals/Presidents of Private Schools
Presidents of SUCs/LUCs offering Basic Education
All Others Concerned

Item no. 4 of Regional Memorandum QAD-2025-011 (Revisson to RM -QAD-2025-005 - Additional Requirement for increase in Tuition and/or Other Fee Applications Starting SY 2025-2026) is amended and shall read as follows:

"Further, schools intending to increase their tuition and/or other fees shall submit the minutes of the consultation meeting conducted with the majority (50% \*1) of the total population of their parent-stakeholders. Same document shall contain the signatures of the aforementioned parent-stakeholders.

In view of the above and in order for this Office to determine the majority of the total number of parents, the applicant school through its principal shall submit a Certification, confirming therein the total number of their parent-stakeholder population.

Aforementioned certification shall form part of the documentary requirements for schools applying for an increase in tuition and/or other fees.

- 2. All other provisions of Regognal Memorandum QAD-2025-011 remain in effect.
- 3. For information, guidance and compounce.

ALLAN G. FARMAZO

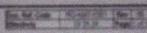
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Department of Education

**DAVAO REGION** 

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RECORDS SECTION DIAGO

REGIONAL MEMORANDUM QAD-2025-011

REVISION TO RM-OAD-2025-005 ADDITIONAL REQUIREMENT FOR INCREASE IN TUITION AND/ OR OTHER FEE APPLICATIONS STARTING SY 2025-2026

To: Assistant Regional Director Schools Division Superintendents Principals/Presidents of Private Schools Presidents of SUCs/LUCs offering Basic Education All Others Concerned

- The title of this memorandum is revised and shall be known now as "ADDITIONAL REQUIREMENTS FOR TUITION AND/OR OTHER FEE APPLICATIONS STARTING SY 2025."
- Likewise, item No. 1 of Regional Memorandum QAD-2025 005 is modified and shall read as follows:

"Starting School Year 2025-2026, the CURRENT YEAR government permit issued by this Office to all private educational institutions shall form part of the documentary requirements of schools for applications to increase, decrease or maintain their previous year's tuition and/or other fees.

- Educational institutions intending to increase their previous year's tuition and/or other fees, shall submit the preceding school year confirmation of fees approved by the Regional Director.
- Further, schools intending to increase their tuition and/or other fees shall submit the minutes of the consultation meeting conducted with their parent-stakeholders. Same document must contain the signatures of the majority (50% +1) of the parents who attended the consultation- meeting.
- The Quality Assurance Division (QAD) is directed to include the aforementioned requisites in the checklist of requirements of the Online Application System of DepED RXI.
- All other provisions stipulated in Regional Memorandum QAD-2025 not affected by the aforementioned revision shall remain in effect.

For information, guidance and compliance.

ALLAN G. FA



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# Department of Education

**DAVAO REGION** 

January 6, 2025

REGIONAL MEMORANDUM QAD-2025-005

#### ADDITIONAL REQUIREMENT FOR INCREASE IN TUITION AND/ OR OTHER FEE APPLICATIONS STARTING SY 2025-2026

To: Assistant Regional Director Schools Division Superintendents Principals/Presidents of Private Schools Presidents of SUCs/LUCs offering Basic Education All Others Concerned

- Starting School Year 2025-2026, the preceding year government permit issued by this Office to all private educational institutions shall form part of the documentary requirements for applications intending to increase tuition and/or other fees.
- The Quality Assurance Division (QAD) is directed to include the aforementioned requisite in the checklist of requirements of the Online Application System of DepED RXI.
- 3. For information, guidance and compliance.

REBONFAMIL R. BAGUIO

Director III Officer-In-Charge Office of the Regional Director

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