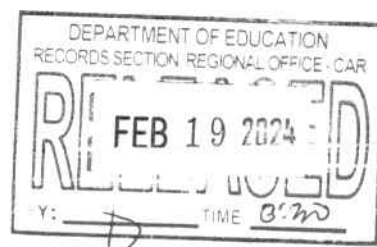


Department of Education
CORDILLERA ADMINISTRATIVE REGION



February 16, 2024

REGIONAL MEMORANDUM

No. 096.2024

**SUBMISSION OF APPLICATION FOR REGULATORY SERVICES
SCHOOL YEAR 2024-2025**

To: Assistant Regional Director
Schools Division Superintendents
Private School Administrators
All others concerned

1. Pursuant to DepEd Order No. 51 s. 2015 "Guidelines on the Implementation of the Senior High School (SHS) Program in Existing Public Junior High Schools (JHSs) and Integrated Schools (ISs), Establishment of Stand-alone Public SHSs, and Conversion of Existing Public Elementary and JHSs into Stand-alone SHSs and DepEd Order No. 40 s. 2014 "Establishment, Merging, Conversion, and Naming/Renaming of Public Schools, and Separation of Public School Annexes in Basic Education.", the deadline for the submission of all regulatory services applications for public schools are as follows:

Type of Application	Deadline of the Succeeding Year (SDOs)	Deadline of the Succeeding Year (Regional Office)
SHS Program	April 15	July 15
Establishment of Schools	April 15	July 15
Merging, Conversion, and Integration of Schools	April 15	July 15
Separation of Public-School Annexes	April 15	July 15
Renaming of Public Schools	April 15	July 15

2. Schools Division Offices are directed to guide public schools both in the preparation of documents and school facilities. It shall ensure the completeness of documents and requirements before submission to the regional office.

3. This memorandum supersedes previous communications on the anticipated submission for regulatory services.

4. For details or queries, kindly contact the Quality Assurance Division (QAD) at Tel. No. 422-1318 (local 1201) or email at car.qad@deped.gov.ph

5. Immediate dissemination of this memorandum is desired.


ESTELA P. LEON-CARIÑO EdD. CESO III
Director IV/Regional Director

QAD/EET/LMA



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