



Republic of the Philippines  
 Department of Education  
 CORDILLERA ADMINISTRATIVE REGION  
 Wangal, La Trinidad, Benguet



**REGIONAL MEMORANDUM**

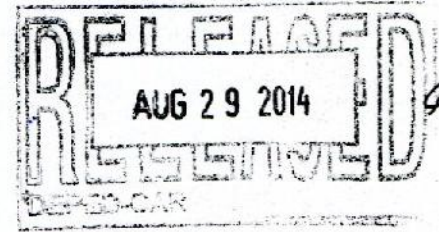
No. 126-s2014 4

**FOR :** Schools Division Superintendent  
 All Divisions

**FROM :** ESTELA L. CARIÑO, Ed.D., CESO V  
 OIC-Office of the Assistant Regional Director

**SUBJECT :** **SUBMISSION OF SUPPORTING DOCUMENTS FOR THE EARLY-IMPLEMENTATION OF SENIOR HIGH SCHOOL PROGRAM FOR SY 2015-2016**

**DATE :** **August 29,2014**



1. Relative to the Senior High School early implementation for SY 2015-2016, this office is requesting the schools (see attached listing) to submit the following documents:
  - Project proposal; (Indicate what track and strand of offerings)
  - PTA Board Resolution endorsing the Project Proposal;
  - Survey Template for Senior High School Preparation Report;
  - Educational qualification of Teachers, Training and Specialization;
  - Inventory of Physical Facilities (Classrooms, tools and equipments, Chemistry, Physics lab. etc.);
  - Proposed class program;
  - OJT partnership (MOA);
  - Higher Education Institution partnership (MOA);
  - Possible employment opportunities;
  - Profile of possible enrollees;
  - Results of aptitude test for screening of enrollees.
2. Submission of the above requirements should be on or before October 30, 2014 to the Division offices for endorsement to the regional office.
3. The Regional office and schools division offices (SDOs) will monitor and validate the capability of the schools for early-implementation of Senior High School program.
4. Immediate dissemination of this Memorandum is desired.

Clmd/mrb/sdo

Telephone Numbers:

Office of the Director IV	-422-1318	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-3015
Fax Machine	-422-4074	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-3993
Office of the Director III	-309-3013	Alternative Learning System	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-424-5167
Administrative Division	-422-1804	Secondary Education Division	-309-3014	Supply Unit	-422-2198	Commission on Audit	-422-7434

**Cordillera Administrative Region  
Location Map for Senior High  
School Track Offering  
Year 2015-2016**

