




Republic of the Philippines  
Department of Education  
Region IV-A CALABARZON  
**CITY SCHOOLS DIVISION OF ANTIPOLO**



**MEMORANDUM**

**TO :** OIC-Assistant Schools Division Superintendent  
OIC-Chief Curriculum Implementation Division  
OIC-Chief Schools Governance and Operations Division  
EPS-Kindergarten/EPS – In Charge of the Private Schools  
Private Elementary School Administrators  
All Others Concerned

**FROM :**  **DR. ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

**SUBJECT :** **SUBMISSION OF THE LIST OF LEARNERS THIS SY 2017-2018 FOR INCLUSION TO THE LEARNER INFORMATION SYSTEM (LIS) AND ISSUANCE OF LEARNER REFERENCE NUMBER (LRN)**

**DATE :** **March 19, 2018**

In reference to DM-CI-2018 Memorandum from the office of Ms. Lorna Dig Dino, Undersecretary for Curriculum and Instruction, RE: Submission of the List of Learners this School Year 2017-2018 for Inclusion to the Learner Information System (LIS) and Issuance of Learner Reference Number (LRN), Private School Administrators concerned are hereby directed to email their request to the stated email addresses using the prescribed template in the memorandum. Deadline of submission is on or before **March 23, 2018.**

See the attached memorandum for your reference.

For your information and compliance.



Antipolo City Sports Educational Hub, Sen. L. Sumulong Circle, Brgy. San Isidro, Antipolo (02) 630-3110w [depedantipolo.com](http://depedantipolo.com)

**"EDUKASYONG TAPAT AT SAPAT DAPAT PARA SA LAHAT"**

UM# 141 s.2018  
ALA/MBV





Republic of the Philippines  
**Department of Education**  
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*Undersecretary for Curriculum and Instruction*

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**MEMORANDUM**  
**DM-CI-2018**

**TO :** DepEd Secretary, ARMM  
All Regional Directors  
Regions NCR, CAR, I, II, III, IV-CALABARZON,  
IV-MIMAROPA, V, VI, VII, VIII, IX, X,  
XI, XII, CARAGA  
Schools Division Superintendents  
Education Program Supervisors/Coordinators in-charge of Kindergarten

**FROM :** *Lorna A. Dino*  
**LORNA DIG DINO**  
Undersecretary for Curriculum and Instruction

**SUBJECT :** SUBMISSION OF THE LIST OF LEARNERS THIS SCHOOL YEAR (SY) 2017-2018 FOR INCLUSION TO THE LEARNER INFORMATION SYSTEM (LIS) AND ISSUANCE OF LEARNER REFERENCE NUMBER (LRN)

**DATE :** 13 March 2018

Please be informed that the deadline for submission of appeal/request for inclusion of learners this SY 2017-2018 to the LIS and issuance of LRN is on **March 23, 2018**. This is with regard to the continuing concern from the field offices specifically from the accredited private schools and other DepEd-recognized learning centers, church-based institutions whose Kindergarten learners are adversely affected by the Department of Education's change in the cut-off age for Kindergarten per DepEd Order No. 47, s. 2016.

In this connection, concerned private school administrators are advised to email their request to [bld.tld@deped.gov.ph](mailto:bld.tld@deped.gov.ph); [roger.masapol@deped.gov.ph](mailto:roger.masapol@deped.gov.ph); [finafrias@yahoo.com](mailto:finafrias@yahoo.com); and [joytug@yahoo.com.ph](mailto:joytug@yahoo.com.ph) and provide the data for the learners following the template below for review and possible inclusion in the LIS and issuance of LRN:

Name of Student	Age	Birthday	Date of School First Attendance	Name of School	Address of the School	School ID Permit No.

In addition, a PDF copy of the listed learner's birth certificate and result of the ECD assessment be attached to the request.

For widest and immediate dissemination. Thank you.

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