



DIVISION MEMORANDUM
 No. 196, s. 2015

ORIENTATION ON LEARNER INFORMATION SYSTEM (LIS) SENIOR HIGH SCHOOL EARLY REGISTRATION

**To: SECONDARY SCHOOL PRINCIPALS OF PUBLIC SCHOOL
 SECONDARY SCHOOL PRINCIPALS OF PRIVATE SCHOOL**

1. The Division of Nueva Ecija has facilitated the Orientation on Learner Information System (LIS) Senior High School Early Registration.
2. In this regard, the Orientation on Learner Information System (LIS) Senior High School Early Registration will be conducted.

Participants	No. of Participants	Venue	Date
Private Secondary Schools	59	DepEd-NE – Division Office Conference Room	November 16, 2015 8:00AM – 5:00PM
Public Secondary Schools	108		November 17, 2015 8:00PM – 5:00PM

3. **The following are the objectives of the workshop:**
 - a. Explain the processes and guidelines in using the Learner Information System (LIS) for User Account Management System (UAMS), registering, enrolling and updating learner profiles from Public Schools, ~~Private~~ Schools;
 - b. Explain the processes and guidelines on Learner Information System (LIS) Senior High School **Early** Registration for both Public and Private Secondary Schools;
 - c. Capacitate the LIS Coordinators in the use of LIS;
 - d. Gather feedback on the current use of the Learner Information System (LIS).
4. The following are participants of the workshop:
 - ✓ Public Secondary Schools – 1 participant each from every school, preferably LIS Coordinator or ICT Coordinator.
 - ✓ Private Secondary Schools – 1 participant each from every school, preferably LIS Coordinator or ICT Coordinator.
8. Transportation of all participants from public schools shall be charged against local funds subject to usual accounting and auditing rules and regulations. However, all participants from private schools should shoulder their own expenses.
9. Please be guided with the following DepEd Orders;
 - DepEd Order No. 41, S.2015 – GUIDELINES ON THE SENIOR HIGH SCHOOL CAREER GUIDANCE PROGRAM (CGP) AND EARL REGISTRATION.
 - DepEd Order No. 48, S.2015 – AMENDMENT TO DEPED ORDER NO.41, S.2015 (SENIOR HIGH SCHOOL CAREER GUIDANCE PROGRAM AND EARL REGISTRATION)
10. Immediate dissemination of this memorandum is earnestly requested.

EDNA SANTOS-ZERRUBO, Ed. D., CESO V
 Schools Division Superintendent



Republic of the Philippines
Department of Education
Region III
DIVISION OF NUEVA ECJA
Cabanatuan City



**FUNDING REQUIREMENT FOR
ORIENTATION ON LEARNER INFORMATION SYSTEM (LIS) SENIOR HIGH
SCHOOL EARLY REGISTRATION**

Amount Required: P 26,250.00

Source of Fund: EBEIS / LIS Planning Fund

Object of Expenditures:

Participants	No. Participants	Allotted Amount	Cost
Private Secondary Schools	59	150.00 (Snack/Meal/Snack) Nov. 16, 2015	8,850.00
Public Secondary Schools	108	150.00 (Snack/Meal/Snack) Nov. 17, 2015	16,200.00
Facilitators/trainers (2 Sessions)	4	150.00 (Snack/Meal/Snack) Nov. 16 & 17, 2015	1,200.00
TOTAL AMOUNT			26,250.00

Prepared by:

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RODERIC S. ELEGADO
PDO II / OIC - Planning Officer

Approved by:

[Signature]
EDNA SANTOS-ZERRUDO, Ed. D., CESO V
Schools Division Superintendent



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**ORIENTATION ON LEARNER INFORMATION SYSTEM (LIS) SENIOR HIGH
SCHOOL EARLY REGISTRATION**

November 16 & 17, 2015

TIME	TOPIC/WORKSHOP	TRAINER/FACILITATOR
8:30 – 9:00 AM	REGISTRATION	Roderic S. Elegado Jonathan S. Batalla Erwin T. Donelo Joel V. Cruz
9:00 – 9:30 AM	Opening Program	
9:30AM – 12:00NN 1:00PM – 5:00PM	<ul style="list-style-type: none">➤ Learner Information System (LIS)➤ User Account Management System (UAMS)➤ Orientation on Senior High School Early Registration ➤ Question and Answer / Forum	
END OF SEMINAR / WORKSHOP		