



Republic of the Philippines
Department of Education

Region III



SCHOOLS DIVISION OF NUEVA ECIIJA

Brgy. Rizal, Santa Rosa, Nueva Ecija, 3101

Tel. No. (044) 940 3121

DEP-ED-NUEVA ECIIJA
RELEASED
JAN 26 2018

January 25, 2018

DIVISION MEMORANDUM

No. 23, s. 2018

RECORDS SECTION

To: **CID & SGOD Chiefs**
Education program Supervisors
Public Schools District Supervisors
Elementary, Junior and Senior High School Principals, TICs, OICs
All others concerned

EARLY REGISTRATION IN ALL PUBLIC SCHOOLS FOR THE SY 2018-2019

1. Pursuant to DepEd Order No. 6, s.2017 and DepEd Order No. 25 s. 2017, early Registration activities for the incoming school year for all public elementary and secondary schools are held from the last Saturday of January to the last Friday of February of each year.
2. Early Registration generally aims to achieve the Sustainable Development Goal (SDG) on ensuring inclusive and quality education for all and promote lifelong learning and the objectives of the education for all (EFA). Specifically, this activity has the following objectives:
 - a. To ensure that all five-year old children are enrolled in kindergarten;
 - b. To ensure that learners who are in school continue their schooling;
 - c. To map household in all barangays and record information for potential Enrollees of Alternative Learning System (ALS);
 - d. To locate, identify and enroll out-of-school children and youth who:
 - i. are in remote/ geographically isolated areas;
 - ii. are in difficult circumstances;
 - iii. belong to disadvantaged groups or who suffer from discrimination;
 - iv. have disabilities or in need of special education; and
 - v. have dropped out but would like to go back to school.
 - e. To understand the barriers to access to education and identify local solutions or interventions to bring them to school and ensure that they do not drop out.





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3. Schools are urged to come up with various activities such as house-to-house campaigns or meeting with local and barangay officials, civic organizations and People's Organizations to help and locate children who should be in school. Regional offices and schools division offices shall support school campaigns.
4. All teaching and non-teaching personnel who will serve the Early Registration starting January 27 to February 28 (6 Saturdays) can avail of Credit/Compensatory Overtime Credit (COC). Attendance sheets prescribed by the school/office heads and other required supporting documents should be submitted immediately after the activity per DepEd Order No. 19, s. 2011 and DepEd Order No. 53, s. 2003.
5. Expenses related to Early Registration Day shall be charged to local funds, as appropriate and as authorized, subject to existing accounting and auditing rules and regulations.
6. A Report on School Needs should be submitted to the Schools Division Office on or before March 12, 2018.
7. Immediate dissemination of and strict compliance with this Memorandum is directed.

RONALDO A. POZON, Ph. D., CESO V
Schools Division Superintendent *RP*

JMG_Memorandum_ EARLY REGISTRATION IN ALL PUBLIC SCHOOLS FOR THE SY 2018-2019
CID_001_01_25_2018

Encl: As stated

Reference: DO No. 6, s. 2018

DO No. 25, s. 2017

To be indicated in the Perpetual Index

Under the following headings:

ADMISSION	DATA
PUPILS	SCHOOL
STUDENTS	

