

2018-01-158



Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Region XIII
Butuan City



January 4, 2018

Regional Memorandum
No. 006, s. 2018



**ADDENDUM AND CORRIGENDUM TO RM # 490 DATED OCTOBER 30, 2017:
DOCUMENTARY REQUIREMENTS FOR ISSUANCE OF SPECIAL ORDER FOR
GRADUATION FOR PRIVATE SECONDARY SCHOOLS**

**To: Schools Division Superintendents/Officer In-Charge of Schools Division
Assistant Schools Division Superintendents
School Governance and Operation Division Chiefs
Division Supervisors/Coordinators for Private Schools
Presidents, School Heads/Administrators of Private Secondary Schools
All Other Concerned**

1. With reference to Regional Memorandum No. 490, s. 2017 re: Documentary Requirements for Issuance of Special Order for Graduation for Private Secondary Schools, this office hereby correct Edmund D. Mendoza, Ph. D., not Relianie R. Montante Ed. D., to review the documents.
2. Indicate the name/signature over printed name and the official designation at the division offices who will check the enrollment, Form 18, and verify against original.
3. Other items in the said Regional Memorandum are still in effect.
4. Attached is the corrected/and sample of Special Order (A) for your reference.
5. Immediate and widest dissemination of this Memorandum is highly desired.


BEATRIZ G. TORNO, Ph. D. CESO IV
OIC – REGIONAL DIRECTOR 

Encl: as stated

Reference: Regional Memorandum No. 490, s. 2017

To be indicated in the *Perpetual Index* in the following subjects.

CHANGE

EVALUATION

SPECIAL ORDER

POLICY on PRIVATE SENIOR HIGH SCHOOL

QAD/ltl
01/04/2018



Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Region XIII
Butuan City



December 21, 2018

SPECIAL ORDER (A)
No. _____, s. 2017
Region Caraga (XIII)

On the basis of the records submitted by the Father Saturnino Urios University, Ambangan, Libertad, Butuan City approved of the eligibility for the graduation of the following Senior High School Students is hereby granted and made a matter of records upon successful completion with the requirements of the K to 12 Curriculum.

- | | |
|-----|-----|
| 1. | 11. |
| 2. | 12. |
| 3. | 13. |
| 4. | 14. |
| 5. | 15. |
| 6. | 16. |
| 7. | 17. |
| 8. | 18. |
| 9. | 19. |
| 10. | 20. |

- Valid for twenty (20) students only -

The foregoing approval is valid only for April, 2018. The approval for any one candidate for graduation in Senior High School is automatically cancelled if he/she does not complete the full requirements of the course on the date specified, and is subject to revocation if the records upon which the approval is based are later found not correct.

For the Secretary of Education

BEATRIZ G. TORNO, Ph.D., CESO IV
OIC, Regional Director

**NOT VALID WITHOUT SEAL OR
WITH ERASURE OR ALTERATION**

Enrollment Checked by: _____ (SDO) Designation	Checked & Evaluated by: LEONIZA T. LAVAPIEZ, MAEd EPS, QAD
Form 18 Checked by: _____ (SDO) Designation	Reviewed by: EDMUND D. MENDOZA, Ph. D. EPS, QAD
Verified Against Original: _____ (SDO) Designation	Noted by: GILBERT L. GAYRAMA, Ph. D. Chief, QAD