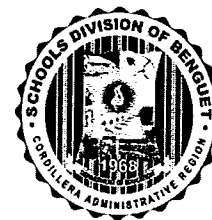




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BENGUET
Wangal, La Trinidad, Benguet 2601



Office of the SDS: (074) 422-6570 (telefax); Administrative Office: (074) 422-3790; Accounting Office: (074) 422-7501; Supply Office: (074) 424-2863; Lobby/Officer of the Day: (074) 422-2001

Division Memorandum

No. 27 s. 2019

TO : Public Schools District Supervisors
Public Elementary School Heads
Public Secondary School Heads (Junior and Senior)
District ALS Coordinators, Facilitators, Mobile Teachers
All Others Concerned

FEB 04 2019
den

FROM : 
MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent

SUBJECT: SUBMISSION OF EARLY REGISTRATION DATA FOR SCHOOL YEAR 2019-2020 AND ENCODING OF ENROLMENT DATA FOR KINDERGARTEN, GRADE 1, GRADE 7 AND GRADE 11 IN THE LEARNER INFORMATION SYSTEM (LIS)

DATE : February 01, 2019

1. All public schools are required to submit to this Office the data and information on Early Registration conducted for Kindergarten to Grade 12, School Year 2019-2020. Form 1 and Form 2A by school for all elementary and secondary schools are attached for this purpose.
2. Relative to this, all public school heads are also required to encode by school the number of their early enrolment online in the Learner Information System (LIS)-**Early Registration**. This is to reiterate that Only incoming **Kindergarten** learners turning **5 years old** on or before **August 31** should be included in the Early Registration, as stipulated in DepEd Order No. 47, s. 2016 and DepEd Order No. 20 s. 2018. (Please see print screen at the back page).
3. All accomplished Form 1 and Form 2 shall be submitted thru the Division Records Section, on or before February 15, 2019 for division consolidation and submission to DepEd-Regional Office. Online encoding/inputting in the LIS is until February 22, 2019 (appearing in the announcement upon logged in to LIS).
4. Wide dissemination of and prompt compliance hereon is advised.

Enclosures: As stated
planning & research/jjk

For Public Elementary Schools

← Early Registration Form User × +

https://dese.nc.gov/earlyregistration/

LEAP Learner Information System

Early Registration

Dashboard **Early Registration** Quick Counts List of Classes Transfers School Forms Data Corrections Support

Only incoming Kindergarten learners who are 5 years old on or before August 31 should be included in the Early Registration. As should be in DepEd Order No. 419 of 2015 and DepEd Order No. 203 of 2016.

Early Registration

Total Early Registration
Deadline of enrollment is on February 28, 2018. This will be considered as the actual official count for Early Registration.

0
Total Early Registration

0
Kindergarten

0
Grade 1

Submit

9:32 AM 02/22/2018

For Public Secondary Schools (Junior HS and Senior HS)

← Early Registration Form User × +

https://dese.nc.gov/earlyregistration/

LEAP Learner Information System

Early Registration

Dashboard **Early Registration** Quick Counts List of Classes Transfers School Forms Senior High School Data Corrections Support

Early Registration

Total Early Registration
Deadline of enrollment is on February 28, 2018. This will be considered as the actual official count for Early Registration.

0
Total Early Registration

0
Grade 7

0
Grade 11

Please provide enrollment breakdown by sex and track

| Grade 11 | Academic Track | | Technical-Vocational-Livelihood Track | | Sports Track | | Arts and Design Track | |
|----------|----------------|---|---------------------------------------|---|--------------|---|-----------------------|---|
| | M | F | M | F | M | F | M | F |
| 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Submit

9:32 AM 02/22/2018