



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
Schools Division of Benguet

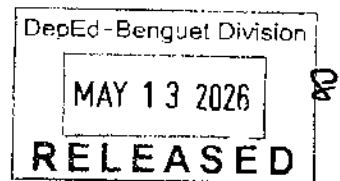
May 12, 2026

DIVISION MEMORANDUM


No. 177 s. 2026

SUBMISSION OF SCHOOL PROFILE IN THE BASIC EDUCATION INFORMATION SYSTEM (BEIS) FOR SCHOOL YEAR 2025-2026

TO : Public Schools District Supervisors
 All Public Elementary and Secondary School Heads including SUC
 All Private Elementary and Secondary School Heads
 Division Program Focal Persons
 All Others Concerned



1. Pursuant to DepEd Memorandum No. 028, s. 2026, titled *Guidelines on the Basic Education Information System [BEIS] Data Collection and Validation for School Year 2025-2026*, all public and private schools are hereby directed to download the updated BEIS Data Gathering Forms, accomplish the required school data, and upload the completed school profile in the Basic Education Information System (BEIS).
2. The updated BEIS Data Gathering Forms for SY 2025-2026 are downloadable in the Basic Education Information System (BEIS) using the school head account, as follows:
 - a. Government School Profile (GSP)
 - b. Private School Profile (PSP)
 - c. State and Local Universities and Colleges Profile (SLUCP)
3. Government schools shall accomplish one complete GSP, regardless of the levels of education that they respectively offer.
4. The data to be reported in the BEIS shall be based on records as of **March 31, 2026**.
5. The deadline of submission and validation of school profile in the BEIS is **on or before June 5, 2026**.
6. Specifically, all public schools offering Senior High School are required to prioritize the submission of data on NC Takers and Passers (Part I. Learners - 1. Table 6) by uploading the same on or before **May 25, 2026**. Said schools may re-upload their complete Government School Profile until **June 5, 2026**, provided that the NC Takers and Passers data remain consistent with the submission made on May 25, 2026.
7. Immediate dissemination of and strict compliance with this Memorandum are hereby enjoined.


CARMEL F. MERIS
 Assistant Schools Division Superintendent
 Officer-in-Charge
 Office of the Schools Division Superintendent



Address: Wangal, La Trinidad, Benguet
 Telephone Number: (074) 422-6570
 Email: benguet@deped.gov.ph
 Facebook Page: DepEd Tayo Benguet

