



Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN

Arch. Gabriel M. Reyes Street, Kalibo, Aklan



21 February 2019

DIVISION MEMORANDUM

No. 62, s. 2019

**SCHOOL YEAR 2018-2019 K TO 12 BASIC EDUCATION PROGRAM
END OF SCHOOL YEAR RITES**

To: Chief Education Supervisors
Education Program Supervisors/Coordinators
Public Schools District Supervisors (PSDSs)
Senior/Education Program Specialists
Public and Private Elementary, Secondary and Integrated School Heads
Others Concerned

1. This is to inform the field of DepED Order No. 002, s. 2019 re: SY 2018-2019 K to 12 Basic Education Program End of School Year Rites (attached herewith).

2. Junior-Senior promenade (JS Prom), Seniors' Ball or any other similar activity of same nature with any other name is prohibited in public schools but highly discouraged in private schools.

3. School heads must accomplish and submit the attached form, noted by the PSDS, that they have read and understood the contents of this memorandum including its enclosures. This should be consolidated by the District Office and to be submitted on or before 15 March 2019, attention: SEPS Rita M. Rey, SGOD-School Management M&E Section.

4. The following will be the division representative to confirm graduation and/or completion:

District

Division Representative

- | | |
|----------------|-------------------------------------|
| 1. Altavas | SEPS Edna R. Ayon |
| 2. Balete | EPSt II Apple Gay M. Oquendo |
| 3. Banga | EPS Edselyn T. Biray, PhD |
| 4. Batan | EPS Johann C. Cawaling |
| 5. Buruanga | EPS Ariel Z. Zubiaga |
| 6. Ibaday East | EPS Ma. Corazon R. Panaligan |
| 7. Ibaday West | SEPS Mar Bien Gregory G. Parel, UAP |
| 8. Kalibo I | SEPS Rita M. Rey |
| 9. Kalibo II | CES Dobie P. Parohinog, PhD |
| 10. Lezo | EPS Mary Cherry Lynn M. Dalipe, EdD |
| 11. Libacao | EPS Rebecca R. Ibarreta |
| 12. Madatag | EPSt II Ma. Theresa L. Lao |
| 13. Makato | EPSt II Roland F. Democrito |
| 14. Malay | CES Michael T. Rapiz |
| 15. Malinao | EPS Kyzil D. Lipar, PhD |
| 16. Nabas | EPS Marth S. Tropa |

17. New Washington
18. Numancia
19. Tangalan

EPS Marivic I. Tolentino
EPSt II June R. Patricio
EPS Ruby Agnes B. Estrada

The Schools Division Superintendent and the Assistant Schools Division Superintendent(OIC) may be invited by any school to give inspirational message.

6. Immediate dissemination of and strict compliance with this Memorandum is strongly desired.


Dr. SALVADOR O. OCHAVO Jr., CESO VI
Schools Division Superintendent

Inclosure/s: as stated

Reference: DepED Order No. 002, s. 2019

Allotment: 1-2 (R.O. 12-94)

*To be indicated in the Perpetual Index
under the following subjects;*

GRADUATION LEARNERS POLICY SCHOOLS

/mtr

Enclosure No. 1 to Division Memorandum No. _____, s. 2019



Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
District of _____



(Name of School)

(School Address)

Date

CERTIFICATION

This is to certify that I have read and understood the contents of DepED Order No. 002, s. 2019 and Division Memorandum No. _____, s. 2019 re: SY 2018-2019 K to 12 Basic Education Program End of School Year Rites.

School Head
(Signature over printed name)

Noted:

PSDS
(Signature over printed name)



Republic of the Philippines
Department of Education

18 FEB 2019

DepEd ORDER
No. **002**, s. 2019

**SCHOOL YEAR 2018–2019 K TO 12 BASIC EDUCATION PROGRAM
END OF SCHOOL YEAR RITES**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Regional Secretary, ARMM
Schools Division Superintendents
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. For School Year (SY) 2018–2019, the Department of Education (DepEd) announces the conduct of the following **End-of-School-Year (EOSY) Rites**:

Grade Level Completers	Ceremony	Proof of Completion
Kindergarten	Moving Up or Completion	Kindergarten Certificate (Enclosure No. 1)
Grade 6	Graduation	Elementary Certificate (Enclosure No. 2)
Grade 10	Moving Up or Completion	Junior High School Certificate (Enclosure No. 3)
Grade 12 learners from: a. Schools with DepEd-approved K to 12 transition plan b. Schools with permit to operate Senior High School since 2014 c. International Schools with K to 12 Program	Graduation	Senior High School Diploma (Enclosure No. 4)

2. The 2019 ceremonies shall focus on the theme *Pagkakaisa sa Pagkakaiba-iba: Kalidad na Edukasyon para sa Lahat* (Unity in Diversity: Quality Education for All). Schools, schools divisions or regional offices may translate the theme into their respective Mother Tongues. This theme highlights the role of the K to 12 Basic Education Program in developing an educated society where the challenges and benefits of diversity are embraced and welcomed by every Filipino.

3. As announced in Enclosure No. 2 of DepEd Order (DO) No. 25, s. 2018 entitled **School Calendar for School Year 2018–2019**, the EOSY rites should be scheduled not earlier than **April 1, 2019**, but not later than **April 5, 2019**. Schools, divisions or regions with an extended SY shall be guided by their approved revised school calendar.

4. In line with the government's austerity program, DepEd reiterates the following policies:

- a. Graduation rites should be simple but meaningful to encourage civil rights, a sense of community, and personal responsibility. While these rites mark a milestone in the life of the learners, these should be conducted without excessive spending, extravagant attire or extraordinary venue;
- b. Moving Up or Completion Ceremonies should be simple, involving only the learners, their parents and the school; and
- c. Nonacademic projects such as attendance to field trips, film showing, Junior-Senior promenade, and other school events should not be imposed as requirements for graduation or completion.

For Public Schools only

- d. Expenses relative to the activity should be charged to the school Maintenance and Other Operating Expenses subject to existing guidelines. **No DepEd personnel shall be allowed to collect any kind of contribution or fee for graduation/moving up/completion ceremony.**

5. The use of the enclosed completion certificate and diploma templates are as follows:

For private elementary and secondary schools, technical and vocational institutions (TVIs), and higher education institutions (HEIs), including state universities and colleges (SUCs) and local universities and colleges (LUCs)	The use of the enclosed completion certificate and diploma templates is optional. The signature of the school head is required, while the signature of the schools division superintendent is not required .
For public elementary and secondary schools	The use of the enclosed completion certificate and diploma templates is required

6. Awarding of honors to learners from Grades 1 to 12 shall follow the guidelines in DO 36, s. 2016 entitled **Policy Guidelines on Awards and Recognition for the K to 12 Basic Education Program**.

7. Further, the EOSY rites and moving up or completion ceremony shall be conducted in an appropriate solemn ceremony befitting the learners and their parents and **shall not be used as a political forum**. DepEd reiterates the strict compliance with DO 48, s. 2018 entitled **Prohibition of Electioneering and Partisan Political Activity**.

8. For more information, please contact the **Bureau of Learning Delivery-Teaching and Learning Division**, 4th Floor, Bonifacio Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City at telephone nos. (02) 638-4799 and (02) 687-2948, or email at bld.od@deped.gov.ph.

9. Immediate dissemination of and strict compliance with this Order is directed.


LEONOR MAGTOLIS BRIONES
Secretary

Encls.:

As stated

References:

DepEd Order Nos.: (25 and 48, s. 2018; 36, s. 2016) and 6, s. 2018

To be indicated in the Perpetual Index
under the following subjects:

BASIC EDUCATION
CERTIFICATE
DIPLOMA
GRADUATION
JUNIOR HIGH SCHOOL
KINDERGARTEN EDUCATION
LEARNERS
POLICY
SCHOOLS
SENIOR HIGH SCHOOL

SAMPLE TEMPLATE FOR KINDERGARTEN CERTIFICATE

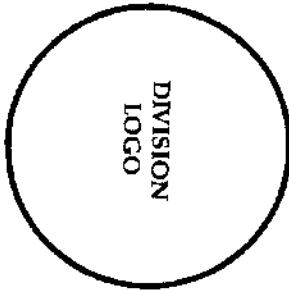


Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon
Department of Education

REHIYON XXX
REGION XXX

SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXX

PUROK NG XXXXXX
DISTRICT OF



XXXXXX ELEMENTARY SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa Kurikulum ng Kindergarten na itinakda
has satisfactorily completed the requirements of the Kindergarten Curriculum as prescribed
ng Kagawaran ng Edukasyon, kaya pinagkaloooban siya nitong
by the Department of Education and is therefore awarded this

KATUNAYAN

CERTIFICATE

Nilagdaan sa XXXXXXXXX, Pilipinas nitong ika-____ ng Abril 2019.
Signed in XXXXXXXX, Philippines on the ____th day of April 2019.

XXXXXXXXXXXX
Punongguro
Principal

XXXXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent

SAMPLE TEMPLATE FOR GRADE 6 ELEMENTARY CERTIFICATE

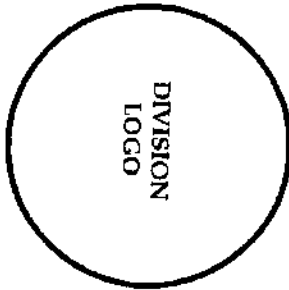


Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon
Department of Education

REHIYON XXX
REGION XXX

SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXX

PUROK NG XXXXXX
DISTRICT OF



XXXXXX ELEMENTARY SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa Kurikulum ng Elementarya na itinakda
has satisfactorily completed the requirements of the Elementary Curriculum as prescribed
ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
by the Department of Education and is therefore awarded this

KATUNAYAN
CERTIFICATE

Nilagdaan sa XXXXXXXXX, Pilipinas nitong ika-___ ng Abril 2019.
Signed in XXXXXXXX, Philippines on the ___th day of April 2019.

XXXXXXXXXX
Punongguro
Principal

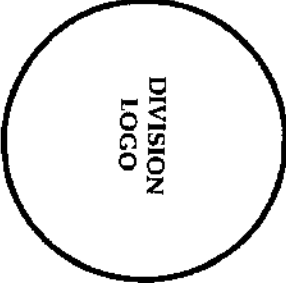
XXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent

SAMPLE TEMPLATE FOR GRADE 10 CERTIFICATE OF COMPLETION



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Kagawaran ng Edukasyon
Department of Education

REHIYON XXX
REGION XXX
SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXX



XXXXXX HIGH SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa Kurikulum ng Junior High School na itinakda para sa
has satisfactorily completed the requirements of the Junior High School Curriculum prescribed for
Mataas na Paaralan ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
Secondary Schools of the Department of Education and is therefore awarded this

KATUNAYAN
CERTIFICATE

Nilagdaan sa XXXXXXXXX, Pilipinas nitong ika-____ ng Abril 2019.
Signed in XXXXXXXX, Philippines on the ____th day of April 2019.

XXXXXXXXXX
Punongguro
Principal

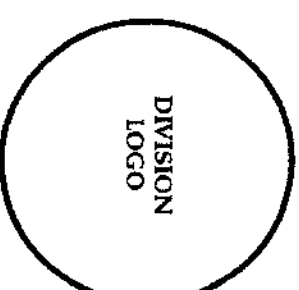
XXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent

SAMPLE TEMPLATE FOR GRADE 12 DIPLOMA



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon
Department of Education

REHIYON XXX
REGION XXX
SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXX



XXXXXX HIGH SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa pagtatapos ng Senior High School
has satisfactorily completed the requirements for graduation in Senior High School

TRACK

STRAND

na itinakda para sa Mataas na Paaralan ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
prescribed for Secondary Schools of the Department of Education and is therefore awarded this

KATIBAYAN
DIPLOMA

Nilagdaan sa XXXXXXXXX, Pilipinas nitong ika-____ ng Abril 2019.
Signed in XXXXXXXX, Philippines on the ____ day of April 2019.

XXXXXXXXXXXX
Punongguro
Principal

XXXXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent