



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

FEB 13 2024

MEMORANDUM

No. 029, s. 2024

**DIVISION TIMELINE FOR SENIOR HIGH SCHOOL (SHS) STRAND
OFFERING PERMIT APPLICATION, CY 2024**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Elementary and Secondary School Heads/OICs
Others Concerned

1. As part of the ongoing effort of this Division to ensure the effective and efficient implementation of the Senior High School (SHS) Program, the above-captioned timeline is hereby issued. Please see the attachment.
2. It shall ensure compliance of the following with the criteria set under Part VI.A. 1. DepEd Order 51, s. 2015 within the prescribed period to guarantee the timely issuance of DepEd permit:
 - 2.1 Public SHSs with strand offerings covered by the procedural guidelines exemption granted in SY 2016-2017 due to exigencies of the SHS implementation timeline (Part III of DepEd Order 51, s. 2015); and
 - 2.2 Public SHSs seeking to offer additional SHS strands.
3. It is reiterated that no additional strand offerings may be implemented without the required DepEd approval.
4. For wide dissemination and strict compliance.


EVANGELINE P. LADINES CESO V
Schools Division Superintendent

Encl: As stated
To be indicated in the **Perpetual Index**
Under the following subjects

SENIOR HIGH SCHOOL

PERMIT APPLICATION

JBE/Memo — Division Timeline For Senior High School (SHS) Strand Offering Permit Application, CY 029 2024

_____/February 12, 2024

NUM-2024-029



MATATAG



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NUM-029



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**TIMELINE FOR SENIOR HIGH SCHOOL (SHS) STRAND
OFFERING PERMIT APPLICATION, CY 2024**

Activity	Person/Office Responsible	Period
1. Submission of the application with the documentary requirements set under Part VI.A. 1. DepEd Order 51, s. 2015.	Schools	February 19-March 15, 2024
2. Checking of submitted documents as to completeness.	Planning and Research Section	March 18-22, 2024
3. Evaluation/validation of submitted documents.	Division Review and Evaluation Committee (DREC)	March 25-April 12, 2024
4. Endorsement of applications found in order to the Regional office.	Schools Division Superintendent	April 15-29, 2024