



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JAN 13 2025

MEMORANDUM

No. 012, s. 2025

SENIOR HIGH SCHOOL ENROLLMENT OPENING IN LIS FOR SY 2024-2025

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
OIC-Chief Education Supervisor, School Governance & Operations Division
Public and Private Secondary School Heads/OICs
All Others Concerned

1. In reference to DepEd LIS Advisory, dated January 6, 2025, on the above-captioned subject, the contents of which are self-explanatory, this Office informs both public and private secondary schools offering senior high school on the 2nd semester enrollment encoding.
2. School Heads must ensure that only learners who enrolled in 2nd semester will be encoded in the LIS.
3. Relative to this, the user guide for the said process can be accessed at <https://support.lis.deped.gov.ph/support/>.
4. For any questions or concerns, please contact the SGOD-Planning & Research Section via email at planning.sdomuntinlupa@deped.gov.ph.
5. Immediate dissemination and compliance with this Memorandum are directed.

For:

VIOLETA M. GONZALES

Asst. Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

By:


MA. REGAELE A. OLARTE

OIC-Chief Education Supervisor, SGOD
Officer-in-Charge
Office of the Asst. Schools Division Superintendent

Enclosure: none

References: as stated

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

ENROLLMENT

SCHOOL

LEARNER

JDN/DM/ SENIOR HIGH SCHOOL ENROLLMENT OPENING IN LIS FOR SY 2024-2025

012 / January 13, 2025

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NUM-2025-012



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Bulletin

Announcement

Monday, January 6, 2025

Important Advisory

January 6, 2025

- Enrolment for 2nd Semester SHS SY 2024-2025 in LIS is now open.

October 30, 2024

- ALS EOSY Updating for SY 2023-2024 has been reopened until November 8, 2024.

August 27, 2024

- LIS Beginning of School Year (BOSY) for SY 2024-2025 now available for encoding including tagging for ADM, BMI and SBFP, ESC and SHS QVR.

August 2, 2024

- ALS Encoding in LIS for SY 2023-2024 has been reopened until August 16, 2024 only.

July 30, 2024

- Enrolment and EOSY Updating for SY 2023-2024 has been reopened including the tagging facilities (ADM, SBFP and SHS Exit Choices) until August 16, 2024.

July 17, 2024

- NSBI for SY 2023-2024 has been reopened for submission until July 26, 2024 while validation will be available until July 27, 2024.
- BEIS for SY 2023-2024 has been reopened for uploading and validation until July 26, 2024.

June 19, 2024

- ALS Encoding in LIS for SY 2023-2024 has been reopened until July 15, 2024 only.
- NSBI for SY 2023-2024 has been reopened for submission until July 15, 2024 and validation will be available until July 16, 2024.
- BEIS for SY 2023-2024 has been reopened for uploading and validation until July 15, 2024.

June 10, 2024

- Enrolment in LIS for BOSY 2024-2025 for Private Schools, SUCs and LUCs is now available.
- NSBI for SY 2023-2024 has been reopened for submission until June 23, 2024 and validation will be available until June 24, 2024.
- BEIS for SY 2023-2024 has been reopened for uploading and validation until June 23, 2024.