



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

AUG 13 2025

MEMORANDUM
No. **397**, s. 2025

**REITERATION ON THE POSTING OF THE LIST OF PRIVATE SCHOOLS
GRANTED AUTHORITY TO OPERATE**

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

1. Attached is the DepEd Memorandum No. OM-OUOPS-2025-02-04256, dated July 31, 2025, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. An editable soft file may be accessed through this link: <http://bit.ly/3HowUZT>
3. Send to the Schools Division Office both the signed PDF and Excel file copies through this e-mail address: smme.sdomuntinlupa@deped.gov.ph not later than August 8, 2025.
4. For dissemination and strict compliance of all concerned.


VIOLETA M. GONZALES

Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Enclosure: As stated
References: As stated
To be indicated in the Perpetual Index
under the following subjects:

PRIVATE SCHOOL DATA MONITORING





ZPLG/ DM / REITERATION ON THE POSTING OF THE LIST OF PRIVATE SCHOOLS GRANTED AUTHORITY TO OPERATE

397

NUM-2025-397

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 Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
 8805-9935, 8805-9940
 sdo.muntinlupa@gmail.com
 deped-muntinlupa.com

LIST OF PRIVATE SCHOOLS AUTHORIZED TO OPERATE IN REGION ___ as of July 1, 2025

Legend: Grade Levels Offered: R - Recognition P- Permit to Operate N/A - Not Offered
 Modalities Used: O - Purely Online F2F - Purely Face-to-Face B - Blended

SCHOOL ID	SCHOOL NAME	ADDRESS	CONTACT DETAILS	VOUCHER/ESC PARTICIPATION	PERMIT/RECOGNITION NUMBER				VALIDITY PERIOD				Grade Level/s Offered				MODALITIES USED			
					K	ES	JHS	SHS	K	ES	JHS	SHS	K	ES	JHS	SHS	K	ES	JHS	SHS
888888	St. Mary's Private School	32 Mabuti Street, Barangay Pinagpala, Sta. Monica, Nueva Ecija	8888-4444 mary.privat e@gmail.com	SHS Voucher	RAC-2222-11111	RAC-2222-11111	PAC-2222-11111	PAC-2222-11111	SY 2025-2026	SY 2025-2026	SY 2025-2026	SY 2025-2026	R	R	P	P	F2F	B	B	F2F

Prepared by:

Approved by:

Instructions:

NAME
Designation

NAME
Designation

1. Supply the needed data as exemplified above. You may adjust the columns and font-sizes.
2. Print the Excel file and have it signed/approved by the approving authority (Administrator/Principal)
3. Send to Schools Division Office both the signed (uneditable PDF file) and unsigned (this editable Excel file) copies through this e-mail address: **SMME.SDOMUNTINLUPA@DEPED.GOV.PH**
4. Submission Deadline: On or before August 8, 2025



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

OM-OUOPS-2025-02-04286

TO : **ALL REGIONAL DIRECTORS**
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : **MALCOLM S. GARMA**
Assistant Secretary, Officer-in-Charge,
Office of the Undersecretary for Operations

JOCELYN DR ANDAYA
Regional Director, NCR
concurrent Officer-in-Charge,
Office of the Assistant Secretary for Operations

SUBJECT : **POSTING OF THE LIST OF PRIVATE SCHOOLS GRANTED**
AUTHORITY TO OPERATE

DATE : July 31, 2025

To provide clear and proper guidance to the parents and guardians of learners who intend to enroll in private schools or already enrolled in private schools, Section 30 of DepEd Order No. (DO) 88, s. 2010, as amended by DO 11, s. 2011, mandated the schools, Division, and Regional Offices to:

1. Schools – post a copy of their permit/s or recognition of programs in bulletin boards located inside their campuses; and
2. Regional and Division Offices – post in their bulletin boards a list of schools granted with the authority to operate.

In order to further cascade and inform the general public on the matter, **all Regional and Division Offices are directed to post the list of private schools authorized to operate in conspicuous places such as bulletin boards, information desks, and the official websites of the Region and Divisions, on or before August 8, 2025.** The list shall be regularly updated, whenever applicable.

The aforementioned list shall include, but not limited to, the following information:

1. School ID;
2. School Name;
3. Address of the School;
4. Contact Details;
5. Voucher/Education Service Contracting (ESC) Participation;
6. Permit/Recognition Number;



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Effectivity	03.23.23	Page	1 of 2



7. Validity Period of Permit to Operate and/or Recognition;
8. Grade Level/s Offered (e.g. Kinder to Grade 12); and
9. Modalities Used (e.g. Blended [Online and Face-to-Face], Purely Face-to-Face, etc.).

Kindly refer to Annex A for a sample list. The Annex can be accessed through this link: <https://tinyurl.com/y5ta8kek>.

For further inquiries and concerns, kindly communicate with the Office of the Assistant Secretary for Operations – Field Operations through email at asec.ops@deped.gov.ph.

For strict compliance and immediate action.

Enclosure: as stated

Copy furnished:
OFFICE OF THE SECRETARY
Department of Education