



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

MAR 10 2026

MEMORANDUM

**GENERAL REHEARSAL/DRY RUN OF SELECTED MODEL SCHOOLS FOR
GRADUATION RITES AND COMPLETION CEREMONIES**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, Schools Governance and Operations Division
Public Schools District Supervisors
Education Program Supervisors
All Public Schools Principal/OIC
All Others Concerned

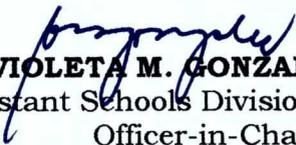
1. In preparation for the upcoming Graduation Rites and Completion Ceremonies for School Year 2025-2026, the field is hereby informed of the conduct of a General Rehearsal/Dry Run of Selected Model Schools on March 13, 2026, to be held at the Muntinlupa Sports Complex.
2. This activity aims to ensure orderly, solemn, and standardized conduct of Graduation Rites and Completion Ceremonies across schools in the division.
3. The following model school clusters shall participate in the activity according to the schedule below:
 - a. **GRADUATION RITES:** Poblacion Elementary School (POBES) and F. De Mesa Elementary School (FDMES)
TIME: 8:00AM - 11:00AM
 - b. **COMPLETION CEREMONY:** Poblacion National High School - Junior High School (PNHS JHS) and Lakeview Integrated School - Junior High School (LIS JHS)
TIME: 2:00PM - 4:00PM
4. The identified clusters are directed to make the necessary preparations for the activity, including the following:
 - a. designation of the Master of Ceremonies (Emcee) and preparation of the program script
 - b. assignment of the advisers who will assist during rehearsals
 - c. preparation of the list of learners who will participate in the program proper.
5. All Graduation Focal Persons are requested to attend and observe the activity to familiarize themselves with the proper sequence and flow of the program, which shall serve as a guide in conducting the rehearsal and actual ceremonies in their respective schools.



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6. Immediate and wide dissemination of this MEMORANDUM is desired.


VIOLETA M. GONZALES CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Encl: As stated

Reference: As stated

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

CURRICULUM

GRADUATION

COMPLETION

EOSY2026

MAMEN/Memo - **GENERAL REHEARSAL/DRY RUN OF SELECTED MODEL SCHOOLS FOR GRADUATION RITES
AND COMPLETION CEREMONIES**
119 March 9, 2026

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