



Republic of the Philippines  
Department of Education  
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

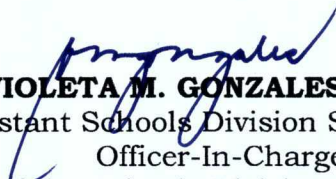
JUN 16 2026

**MEMORANDUM**

**MUNTINLUPA SCHOLARSHIP DIVISION (MSD)  
2<sup>ND</sup> TRANCHE EDUCATIONAL ASSISTANCE  
DISBURSEMENT FOR SY 2025-2026**

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

1. Attached is a letter from Mr. Arian Clarence L. Caballero, MBA, Division Head, Muntinlupa Scholarship Division, dated June 11, 2026, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Special attention is invited to the attached schedule, relative to the dates and venues of the said distribution.
3. Schools are advised to take necessary measures to ensure adherence with the no disruption of classes policy stipulated in DepEd Order No. 9, s. 2005 titled, Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith.
4. 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

Enclosure: As stated

References: None

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

KSJT / MSD 2ND TRANCHE EDUCATIONAL ASSISTANCE DISBURSEMENT FOR SY 2025-2026  
242 / JUNE 15, 2026

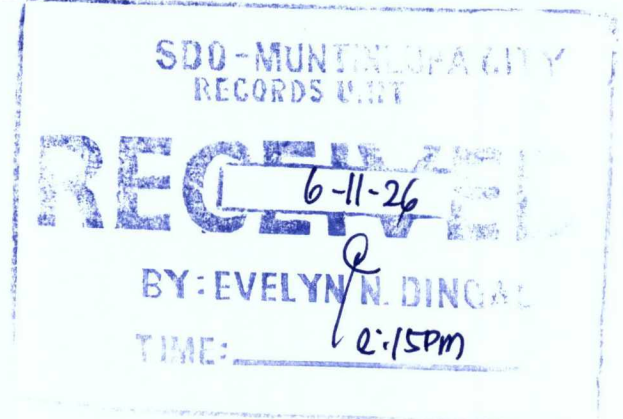


Republic of the Philippines  
**CITY GOVERNMENT OF MUNTINLUPA**  
**Muntinlupa Scholarship Division**



June 11, 2026

**DR. VIOLETA M. GONZALES**  
 OIC-Schools Division Superintendent  
 SDO-Muntinlupa City



Dear **Dr. Gonzales**,

The Muntinlupa Scholarship Division will be having its **2<sup>nd</sup> TRANCHE DISTRIBUTION OF EDUCATIONAL ASSISTANCE FOR S.Y. 2025-2026** for the following schools:

SCHOOL	DATE	TIME	VENUE
MUNTINLUPA SCIENCE HS – JHS/SHS	JUNE 17, 2026	8:00 AM	SCHOOL GROUNDS
MUNTINLUPA BUSINESS HS – SUCAT ANNEX	JUNE 18, 2026	8:00 AM	SUCAT ES COVERED COURT
PRIVATE ES	JUNE 19, 2026	8:00 AM	SOUTH PARK CENTER

The presence of our respective school coordinators is highly expected in order to provide guidance and support to students, particularly in addressing their concerns related to the distribution of educational assistance.

We look forward to your usual positive response and we thank you for your continued support.

Respectfully Yours,

**Mr. ARIAN CLARENCE L. CABALLERO, MBA**  
 Division Head  
 Muntinlupa Scholarship Division

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