



DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY



Purok 6, Casisang, Malaybalay City

Telefax: 088-314-0094: depedmalaybalaycity@gmail.com

29 April 2016


DIVISION MEMORANDUM

No. 213 s. 2016

DISSEMINATION OF REGIONAL MEMORANDUM NO. 101, S. 2016 RE: SENIOR HIGH SCHOOL (SHS) EARLY REGISTRATION MONITORING SYSTEM

TO: Chief Education Supervisor, CID & Staff
Chief Education Supervisor, SGOD & Staff
Public Schools District Supervisors/District OICs
Public Elementary/Secondary School Heads
Unit/Section Heads
All others concerned
This Division

1. For the information and guidance of all concerned, enclosed is Regional Memorandum No. 101, s. 2016 re: Senior High School (SHS) Early Registration Monitoring System the content of which is self-explanatory.
2. Immediate dissemination of this memorandum is highly desired.


EDILBERTO L. OPLENARIA, CESO VI
OIC-Schools Division Superintendent

Novel



April 28, 2016

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REGIONAL MEMORANDUM

No. 01, s. 2016

SENIOR HIGH SCHOOL (SHS) EARLY REGISTRATION MONITORING SYSTEM

To: **Schools Division Superintendents**
Asst. Schools Division Superintendents
All others concerned

1. In line with Regional Memorandum No. 96, s. 2016 re: Senior High School (SHS) Early Registration 2 directing the secondary schools of this Region to conduct Early Registration from May 2, 2016 until June 13, 2016, this Office disseminates the SHS Early Registration Monitoring System.
2. The objective of this system is for easy and fast access of the reported Grade 10 completers and out-of-school youth who dropped out in the Formal School System who are registered in Senior High School.
3. The school heads/teachers-in-charge (SHs/TICs) of secondary schools offering Senior High School with the assistance of the School ICT Coordinator shall log in through <http://deped.in/shsearlyregistration>.
4. The school head shall be responsible for ensuring prompt, complete and accurate filling-up of the SHS early registration data.
5. The Division Planning Section shall undertake online collection, processing and validation of the accomplished forms and collection of printed and signed forms to ensure the accuracy, consistency, and completeness of data submitted by the schools.
6. Enclosed is the General Guidelines of the SHS Early Registration Monitoring System.
10. Immediate dissemination and strict compliance of this Memorandum is directed.

[Signature]
ALLAN G. FARNAZO
Regional Director

Enclosure: as stated
Reference: as stated
Attachment:
To be indicated in the perpetual index under the following subjects
K to 12 SHS Early Registration
/ppd

Guidelines:

- Submit the data WEEKLY.
- DO NOT include the data of the previous week.
- Make sure to provide the correct Senior High School ID.
For verification, refer to: Senior High School ID.



Submission Dates

Registration Data for:	Submission Date (Friday to Saturday)
May 2-7, 2016	May 6-8, 2016
May 9-14, 2016	May 13-15, 2016
May 16-21, 2016	May 20-22, 2016
May 23-28, 2016	May 27-29, 2016
May 30- June 4, 2016	June 3-5, 2016
June 6-11, 2016	June 10-12, 2016

Instructions

1. Go to <http://deped.in/shsearlyregistration/>
2. Click "SUBMIT" on the top left corner of the Webpage



3. Fill out each field in the form as needed.

Division *	<input type="text"/>
Senior High School ID <small>(School ID from the Department of Education)</small>	<input type="text"/>
Name of School *	<input type="text"/>

4. Input the number of enrollees per track.
(For tracks not offered in your school, leave it blank)

Academic Tracks	
ABM - Accountancy, Business and Management	<input type="text"/>
GAS - General Academic Strand	<input type="text"/> If the Track is not offered, leave it blank.
HUMSS - Humanities and Social Sciences	<input type="text"/>
STEM - Science, Technology, Engineering and Mathematics	<input type="text"/>

5. After you entered all of the required information, click "SUBMIT"

TVL Part V	
Maritime	<input type="text"/>
Transmission Line Installation and Maintenance	<input type="text"/>
<input type="button" value="SUBMIT"/>	<input type="text"/>