



Department of Education
Region 10- Northern Mindanao
DIVISION OF MALAYBALAY CITY
Purok 6, Casisang, Malaybalay City

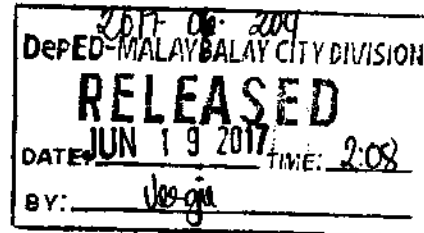


MEMORANDUM TO:

Chief Education Supervisors & Staff, CID & SGOD
School Heads (Elementary and Secondary)
This Division

From:


EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent



Date: June 19, 2017

Re: **SUBMISSION OF LIST OF LEARNERS RESIDING OUTSIDE MALAYBALAY CITY**

1. To check the Division participation rate, all school heads are required to submit the list of learners whose home address are outside of Malaybalay City.
2. Use the template in the enclosure.
3. Submit a hard copy of the accomplished form not later than Friday, June 23, 2017.
4. For strict compliance.

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Enclosure 1- Division Memorandum No _____, s. 2017

NAME OF SCHOOL _____

DISTRICT _____

LIST OF LEARNERS WHO LIVE OUTSIDE OF MALAYBALAY CITY

NO.	NAME	GRADE (K-12)	HOME ADDRESS
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			

Prepared by:

Name & Signature of School Head

NOTED:

Name & Signature of PSDS