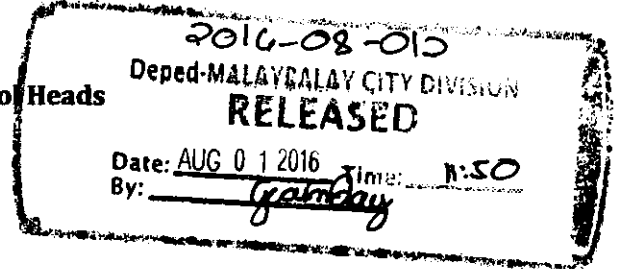




August 1, 2016

**MEMORANDUM**

**TO: Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Other Concerned  
This Division**



**FROM: EDILBERTO L. OPLENARIA, CESO VI**  
Schools Division Superintendent

**SUBJECT: SUBMISSION OF NAMES OF TEACHERS WHO GRADUATED FROM  
BUKIDNON STATE UNIVERSITY**

Per letter request from Bukidnon State University you are hereby instructed to submit a List of Employees (Teachers & School Head per school, and PSDS) who are graduates from the above mentioned institution for their accreditation and SUC leveling following the template below:

(excel format)

No.	Last Name, Given Name & MI <i>(sample if more than one graduation attended)</i>	Year Graduated	School Assignment	Position / Designation
1.	Dela Cruz, Juan M.	1990 BSE		
		1996 MA Ed	Busdi IS	Teacher III
2.				

Deadline on the submission of this report will be on or before August 5, 2016, Attn.: Guia Ma G. Gamutin, Administrative Officer IV.

For compliance.

Copy Furnished:

Personnel Section  
Records Section

TO BE POSTED ON THE WEBSITE