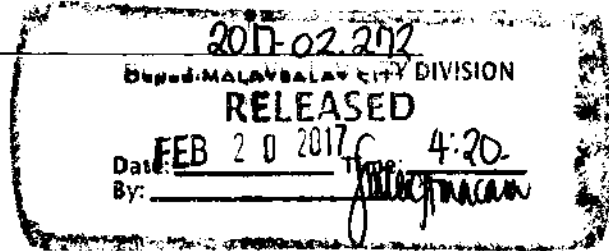





DEPARTMENT OF EDUCATION  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**  
*Purok 6, Casintang, City of Malaybalay*  
E-mail add: [dpdmlyblycity@yahoo.com](mailto:dpdmlyblycity@yahoo.com)  
Website: <http://www.depedmalaybalay.net>



**DIVISION MEMORANDUM**  
NO. 093 S. 2017



To: Chief Education Supervisors & Staff, CID & SGOD  
Public and Private School Heads  
This Division

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

Date: February 20, 2017

Subject: **DISSEMINATION OF DEPED ORDER NO. 8, S. 2017**  
**(SCHOOL YEAR 2016-2017 END OF SCHOOL YEAR RITES)**

1. The field is hereby informed of the attached DepEd Order No. 8, s. 2017 entitled "**School Year 2016-2017 End of School Year Rites**" with a theme **Sabay-Sabay na Hakbang Tungo sa Maunlad na Kinabukasan**.
2. The graduation rites shall be on or before **April 7, 2017**. Further, school heads shall observe the policies stated in paragraph 4 of the DepEd Order.
3. Immediate dissemination and compliance of this Memorandum is highly desired.

Copy furnished:  
Records Unit



Republic of the Philippines  
**Department of Education**

DepEd ORDER  
No. **8**, s. 2017

**17 FEB 2017**

**SCHOOL YEAR 2016-2017 END OF SCHOOL YEAR RITES**

To: Bureau and Service Directors  
Regional Directors  
ARMM Secretary  
Schools Division Superintendents  
Public and Private Elementary and Secondary Schools Heads  
All Others Concerned

1. For School Year (SY) 2016-2017, the Department of Education (DepEd) announces the conduct of the following **End of School Year Rites**:

<b>Grade/Level</b>	<b>Ceremony</b>	<b>Proof of Completion</b>
Grade 6 learners who will complete Elementary education	Graduation	Elementary Certificate (Enclosure No. 1)
Grade 10 learners who will complete Junior High School	Moving Up or Completion	Junior High School Certificate (Enclosure No. 2)
Grade 12 learners from a. Schools with DepEd-approved K to 12 transition plan b. Schools with permit to operate Senior High School 2014 c. International schools with K to 12 Program	Graduation	High School Diploma (Enclosure No. 3)

2. The 2017 ceremonies shall focus on the theme *Sabay-Sabay na Hakbang Tungo sa Maunlad na Kinabukasan*. This theme highlights the importance of the concerted endeavor and collaborative efforts of the stakeholders and learners in achieving the shared vision of quality, accessible, relevant, and liberating basic education for all. It emphasizes the significance of unity in forging a better and progressive future for the Filipino youth.

3. The graduation rites should be scheduled on or before **April 7, 2017**. For schools divisions or regions with an extended school year, schools will have to be guided by their approved revised school calendar.

4. In line with the government's austerity program, the Department of Education (DepEd) reiterates the following policies:

- a. Graduation rites should be simple but meaningful which encourage civil rights, a sense of community, and personal responsibility. While these rites mark a milestone in the life of the learners, these should be conducted without excessive spending, extravagant attire, or extraordinary venue;

- b. Moving Up or Closing Ceremonies should be simple involving only the learners, their parents and the school;
- c. Non-academic projects such as attendance to field trips, film showing, junior-senior promenade and other school events should not be imposed as requirements for graduation or completion;

Public Schools only

- d. Expenses relative to the activity should be charged to the school Maintenance and Other Operating Expenses under the 2017 Budget;
  - e. Any DepEd personnel should **not be allowed to collect any graduation/moving up/closing ceremony fees or any kind of contribution;**
  - f. Parent-Teachers Association (PTA) may give donations in cash or in kind; and
  - g. Contribution for the annual yearbook, if any, should be on a voluntary basis.
5. Further, the end of school year rites and moving up or closing ceremony should be conducted in an appropriate solemn ceremony befitting the learners and their parents and **shall not be used as a political forum.**
6. Immediate dissemination of and strict compliance with this Order is directed.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Encls.:

As stated

References:

DepEd Order: Nos. 7 and 15, s. 2016

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

BASIC EDUCATION  
GRADUATION  
LEARNERS  
POLICY  
SCHOOLS  
SENIOR HIGH SCHOOL

(Enclosure No. 1 to DepEd Order No. 8, s. 2017)

**SAMPLE TEMPLATE FOR GRADE 6 ELEMENTARY CERTIFICATE**



Republika ng Pilipinas  
*Republic of the Philippines*  
Kagawaran ng Edukasyon  
*Department of Education*



REHIYON XXX  
*REGION XXX*  
SANGAY NG XXXXXXXX  
*DIVISION OF XXXXXXXX*  
PUROK NG XXXXXX  
*DISTRICT OF*

**XXXXXX ELEMENTARY SCHOOL**

Pinatutunayan nito na si  
*This certifies that*

**JUAN A. DE LA CRUZ**

Learner Reference Number (LRN): xxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa Paaralang Elementarya na itinakda  
*has satisfactorily completed the requirements for Elementary School as prescribed*  
ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong  
*by the Department of Education and is therefore awarded this*

**KATUNAYAN**  
**CERTIFICATE**

Nilagdaan sa XXXXXXXXX, Pilipinas nitong ika-1 ng Abril 2016.  
*Signed in XXXXXX, Philippines on the 1<sup>st</sup> day of April 2016.*

XXXXXXXXXX  
Punong-Guro  
*Principal*

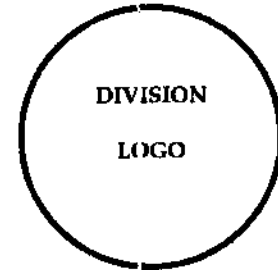
XXXXXXXXXX  
Pansangay na Tagapamanihala ng mga Paaralan  
*Schools Division Superintendent*

(Enclosure No. 2 to DepEd Order No. 8, s. 2017)

**SAMPLE TEMPLATE FOR GRADE 10 CERTIFICATE OF COMPLETION**



Republika ng Pilipinas  
*Republic of the Philippines*  
**Kagawaran ng Edukasyon**  
*Department of Education*



**REHIYON XXX**  
*REGION XXX*

**SANGAY NG XXXXXXXX**  
*DIVISION OF XXXXXXXX*

**XXXXXX HIGH SCHOOL**

Finatutunayan nito na si  
*This certifies that*

**JUAN A. DELA CRUZ**

Learner Reference Number (LRN): xxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa pagtatapos ng Junior High School na itinakda para sa  
*has satisfactorily completed the requirements for Junior High School prescribed for*  
Mataas na Paaralan ng Kagawaran ng Edukasyon, kaya pinagkalooban sa ya nitong  
*Secondary Schools of the Department of Education and is therefore awarded this*

**KATUNAYAN**  
**CERTIFICATE**

Nilagdaan sa XXXXXXXXX, Pilipinas nitong ika-1 ng Abril 2015.  
*Signed in XXXXXX, Philippines on the 1<sup>st</sup> day of April 2016.*

XXXXXXXXXX  
Punong-Guro  
*Principal*

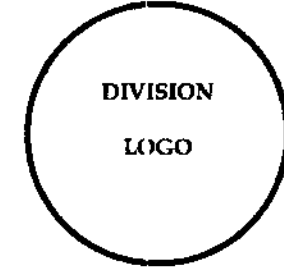
XXXXXXXXXX  
Pansangay na Tagapamanihala ng mga Paaralan  
*Schools Division Superintendent*

(Enclosure No. 3 to DepEd Order No. 8, s. 2017)

**SAMPLE TEMPLATE FOR GRADE 12 DIPLOMA**



Republika ng Pilipinas  
*Republic of the Philippines*  
**Kagawaran ng Edukasyon**  
*Department of Education*



**REHIYON XXX**  
*REGION XXX*  
**SANGAY NG XXXXXXXXX**  
*DIVISION OF XXXXXXXX*

**XXXXXX HIGH SCHOOL**

Pinatutunayan nito na si  
*This certifies that*

**JUAN A. DELA CRUZ**

Learner Reference Number (LRN): xxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa pagtatapos ng Senior High School  
*has satisfactorily completed the requirements for graduation in Senior High School*

**TRACK AND STRAND**

na itinakda para sa Mataas na Paaralan ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong  
*prescribed for Secondary Schools of the Department of Education and is therefore awarded this*

**KATIBAYAN**  
**DIPLOMA**

Nilagdaan sa XXXXXXXXX, Pilipinas nitong ika-1 ng Abril 2016.  
*Signed in XXXXXXXX, Philippines on the 1<sup>st</sup> day of April 2016.*

XXXXXXXXXX  
Punong-Guro  
*Principal*

XXXXXXXXXX  
Pansangay na Tagapamanihala ng mga Paaralan  
*Schools Division Superintendent*