



Republic of the Philippines
Department of Education
REGION X- NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

DM-2022-10-548
DEPED MALAYBALAY CITY DIVISION
RELEASED
OCT 17 2022 TIME: 4:19
By: *[Signature]*

DIVISION MEMORANDUM

No. 548, s. 2022

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public, Private & SUCs Elementary and Secondary School Heads/Administrators
This Division

FROM: *[Signature]* VICTORIA V. GAZO, PhD, CESO V
Schools Division Superintendent

SUBJECT: BEGINNING-OF-SCHOOL-YEAR (BOSY) CUT-OFF DATE

DATE: October 17, 2022

1. Dissemination of the attached unnumbered memorandum dated October 7, 2022 re: BEGINNING-OF-SCHOOL-YEAR (BOSY) CUT-OFF DATE and in reference to DepEd Order No. 27, s. 2019 (*Guidelines on The Yearly Conduct of Data/Information Requirement and Validation Processes*).
2. School Heads/Principals/Administrators are requested to fastrack learner's enrollment before the deadline set in the said memorandum.
3. Queries related to this, contact Novem A. Sescon/Division Planning Officer through 09064709040.

Encl.: attached as stated
Copy Furnished:
Records unit



Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

MEMORANDUM

**TO: ALL REGIONAL DIRECTORS
MINISTER FOR BASIC, TECHNICAL, AND HIGHER
EDUCATION
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL PUBLIC AND PRIVATE SCHOOL HEADS
ALL OTHERS CONCERNED**

**FROM: 
EPIMACO V. DENING III
Under Secretary and Chief of Staff**

SUBJECT: BEGINNING-OF-SCHOOL-YEAR (BOSY) CUT-OFF DATE

DATE: October 7, 2022

In reference to DepEd Order No. 27, s. 2019 (*Guidelines on the Yearly Collection of Data/Information Requirements and Validation Processes*), class advisers of public schools, and designated system administrators/school registrars of private schools and State/Local Universities and Colleges (SLUCs) are responsible for encoding and updating learners' enrollment for Beginning of School Year (BOSY) in the Learner Information System (LIS).

Hence, please be guided accordingly of the following instructions:

1. The deadline for BOSY 2022-2023 encoding and updating of learners' enrollment in the LIS is October 31, 2022. We request completion of enrollment updating before the deadline to give time for analysis.
2. The October 31, 2022 official enrollment will be the basis in the finalization of allocation of crucial resources, particularly the School Maintenance and Other Operating Expenses (MOOE), Teacher Items, Learning Resources, among others.
3. Similar deadline for BOSY encoding and updating applies to private schools and the enrollment data as of October 31, 2022 will serve as a basis in determining the number of recipients of the Government Assistance to Students and Teachers in Private Education (GASTPE) and Voucher Program.

4. Schools Division Superintendents are directed to ensure completion of the enrollment updating before the deadline. Division Planning Officers shall provide technical assistance to schools experiencing challenges in encoding their data in the LIS.

5. For clarifications, please send your concerns to the Planning Service-Education Management Information System Division (PS-EMISD) through the email address ps.emisd@deped.gov.ph.

6. For strict and immediate compliance.