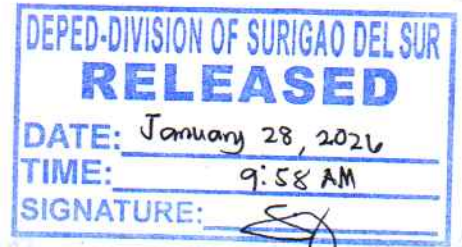




Republic of the Philippines
Department of Education

Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR



Office of the Schools Division Superintendent

January 27, 2026

Division MEMORANDUM
 No. 041, s. 2026

GENERAL GUIDELINES ON THE IMPLEMENTATION OF SY 2026-2027 EARLY REGISTRATION

To: PSDS/ DICs
 Public School Heads (Elementary and Secondary)
 ALS Teachers
 All Others Concerned

1. Pursuant to DepEd Order No. 12, s. 2025, titled “Multi-Year Implementing Guidelines on the School Calendar and Activities,” the **Early Registration for incoming Kindergarten, Grades 1, 7, and 11 learners, Out-of-School Children and Youth in Age (OSCYA), and transferees** shall be conducted from **January 31 to February 27, 2026**.
2. In line with this, all public schools are hereby directed to actively implement and promote Early Registration through the following modalities:
 - Face-to-face registration in schools;
 - Community-based registration activities (e.g., barangay mapping, home visits); and
 - Online or digital platforms, where applicable.
 Schools are encouraged to adopt flexible and context-responsive strategies to ensure maximum participation, particularly in geographically isolated and disadvantaged areas.
3. Schools are hereby directed to strictly observe the updated eligibility requirements and prescribed means of verification for enrollment, in full adherence to DepEd Order No. 15, s. 2025, titled “Amendment to DepEd Order No. 47, s. 2016,” and DepEd Order No. 17, s. 2025, titled “Revised Basic Education Enrollment Policy.”

Level	Eligibility Considerations	Means of Verification
Kindergarten	Five years old by October 31 of every Calendar year. However, the school may consider learners	PSA Birth Certificate or any of the following secondary documents : <ul style="list-style-type: none"> • National ID or any primary government ID • Certificate of Live Birth





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Level	Eligibility Considerations	Means of Verification
	entering Kindergarten who will turn five years old from November 1 to December 31 on the condition that the learner shall: <ul style="list-style-type: none"> • Have completed an ECCD program for one (1) school year; OR • Undergo the Philippine Early Childhood and Development (ECD) checklist during the enrollment period until the first week of the school year. 	<ul style="list-style-type: none"> • Marriage Certificate • PhilHealth ID • PWD ID • Barangay Certification that could establish the child's identity • Affidavit of undertaking to be executed by parents • NSA/ PSO issued Certificate of Foundling • Baptismal Certificate
Grade 1	Children who have completed or are candidates for completion in the Kindergarten Program in DepEd-authorized schools and centers.	<ul style="list-style-type: none"> • Kindergarten Certificate of Completion, if available • PSA Birth Certificate OR any of the secondary documents listed above.
	Children who have completed or are candidates for completion in any form of Kindergarten Program in schools without a government permit or recognition (i.e., Home-Schooled Learner Provider)	<ul style="list-style-type: none"> • PEPT Certificate of Rating, if available • PSA Birth Certificate OR any of the secondary documents listed above.
Grade 7	<ul style="list-style-type: none"> • Grade 6 Graduate; OR • Grade 6 Candidate for Graduation 	<ul style="list-style-type: none"> • School Form 9 (Grade 6)
	PEPT Passer or A&E Elementary Certification Passer	<ul style="list-style-type: none"> • PEPT or A&E Certificate of Rating/ Presentation of Portfolio Assessment (PPA) Certificate • PSA or NSO Birth Certificate OR any of the secondary documents listed above.



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Level	Eligibility Considerations	Means of Verification
Grade 11	<ul style="list-style-type: none"> Grade 10 Completer; OR Grade 10 Candidate Completer 	<ul style="list-style-type: none"> School Form 9 (Grade 10)
	PEPT Passer or A&E Elementary Certification Passer	<ul style="list-style-type: none"> PEPT or A&E Certificate of Rating PSA or NSO Birth Certificate OR any of the secondary documents listed above.
Balik-Aral Learner (Any Grade Level)	PEPT Passer or A&E Certification Passer	<ul style="list-style-type: none"> PSA or NSO Birth Certificate OR any of the secondary documents listed above. SF 9 (Report Card), SF10 (Formerly Form 137), or PEPT/ A&E Certificate of Rating/ PPA Certificate
Special Needs Education Program	At least five (5) years old at the beginning of the SY, similar to the considerations for enrollment in the Kindergarten level	<ul style="list-style-type: none"> PSA or NSO Birth Certificate OR any of the secondary documents listed above. PWD ID or Medical evaluation and diagnosis from a Licensed Medical Specialist, if available
Basic Literacy Program		<ul style="list-style-type: none"> PSA or NSO Birth Certificate OR any of the secondary documents listed above. Any most recent academic/ school records of the prospective enrollee, such as Report Card, if available
A&E Elementary	BLP Completer/ Passer	<ul style="list-style-type: none"> PSA or NSO Birth Certificate OR any of the secondary documents listed above. Kindergarten Certificate of Completion/ ECCD Assessment Result/ PEPT Result, if available/ Most recent SF9 (Report Card), if available
A&E Junior High School	<ul style="list-style-type: none"> A&E Elementary Certification Passer Completer of Elementary Education 	<ul style="list-style-type: none"> PSA or NSO Birth Certificate OR any of the secondary documents listed above. ANY of the following: <ol style="list-style-type: none"> Elementary Diploma A&E Elementary Level Certificate of Rating ALS Form 5 (if available) SF 9 (Report Card) or 10 (if available) PEPT Result (if available)

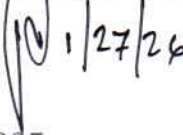


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Level	Eligibility Considerations	Means of Verification
ALS Senior High School	A&E Junior High School Certification Passer	<ul style="list-style-type: none">PSA or NSO Birth Certificate OR any of the secondary documents listed above.ANY of the following:<ol style="list-style-type: none">JHS DiplomaA&E JHS Certificate of RatingALS Form 5 (if available)SF 9 (Report Card) or 10 (if available)PEPT Result (if available)

- All schools are expected to regularly update their Early Registration data in the Learner Information System (LIS). Daily updating is strongly encouraged to ensure the accuracy and reliability of enrollment data for planning and resource allocation.
- For clarifications and technical concerns, schools may coordinate with the **SGOD – Planning and Research Unit** through surigaodelsur.planning@deped.gov.ph.
- Immediate and strict compliance with this Memorandum is hereby enjoined. Please be guided accordingly.


LORENZO O. MACASOCOL, PhD, CESO V
Schools Division Superintendent


1/27/26

Encl.: None

References: DepEd Order No. 12, s. 2025
DepEd Order No. 15, s. 2025
DepEd Order No. 17, s. 2025

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

Enrollment Early Registration

JBD/ GENERAL GUIDELINES ON THE IMPLEMENTATION OF SY 2026-2027 EARLY REGISTRATION
/ January 27, 2026