



**Division Memorandum**  
**No. 66, 2019**

**To: All Public School District Supervisors/ District In- Charge**  
**All Private School Principals/ School Heads**  
**This Division**

**From:** **MARILOU B. DEDUMO, Ph.D., CESO V**  
Schools Division Superintendent

**Date:** February 6, 2019

**Subject:** CORREGENDUM TO DIVISION MEMORANDUM # 040, s. 2019  
Re: DOCUMENTARY REQUIREMENTS FOR THE ISSUANCE OF SPECIAL  
ORDER AND CHECKING SCHEDULE OF FORMS 9 FOR PRIVATE  
SCHOOLS S.Y. 2018- 2019.

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- Due to the call up of Regional Level Seminar the field is hereby informed of the reschedule for checking of documents & Form 9 on the following dates.

February 19, 2019 will be moved to February 25, 2019

- San Antonio
- Holy Child Academy

February 20, 2019 move to February 26, 2019

- Purisima Division Diouses School
- San Agustin HS

February 21, 2019 will be moved to February 27, 2019

- DCHS
- Cortes Academy

February 22, 2019 will be moved to February 28, 2019

- Saint Michael College - SMC
- Saint Michael School - SMS

February 25, 2018 will be moved to March 1, 2019

- Father Urious Academy, Hinatuan
- Mother of Mercy Academy, Barobo
- SURSUR Colleges- Main & Campuses

3. Please let us strictly observe the schedule stated above.
4. Attached herewith is a sample of S.O Graduation Form 9 and accomplished Student's Evaluation Form.
5. Wide dissemination of this memorandum to all concerned is highly desired.