March 21, 2019

DIVISION MEMORANDUM
No. 256, series of 2019

END OF SCHOOL YEAR RITES FOR SY 2018 - 2019

TO: Division Chiefs (CID & SGOD)
Education Program Supervisors
Public Schools District Supervisors
Elementary, Junior and Senior High School Heads
All Others Concerned

1. In view of DepEd Order No. 002, s. 2019 re: School Year 2018-2019 K to 12 Basic Education Program End of School Year Rites, the field is hereby advised to strictly implement no. 4, to wit:
   a. Graduation rites should be simple but meaningful; and conducted without excessive spending, extravagant attire or extraordinary venue;
   b. Moving Up or Completion ceremonies should be simple, involving only the learners, their parents, and the school;
   c. Non-academic projects and school events should not be imposed as requirements for graduation or completion; and
   d. For public schools, expenses relative to the activity should be charged to the school’s MOOE subject to existing guidelines, and no DepEd personnel shall be allowed to collect any kind of contribution or fee.

2. Further, DepEd Memorandum No. 025, s. 2019 issued on March 1, 2019 clarifies that the end of school year rites for Grade 6 completers shall be a graduation ceremony should be widely disseminated.

3. For your information, guidance and compliance.

Winnie E. Atoon, EdD
Officer-In-Charge
Office of the Schools Division Superintendent

Roses Street cor. Lopez Jaena Street, Zone II, Digos City 8002 Ph. (082) 553-8396 | (082) 553-8376 | (082) 553-8375 Fax (082) 553-8376  www.depeddigoscity.org  digos.city@deped.gov.ph
MEMORANDUM

To: All Schools Division Superintendents

Subject: END OF SCHOOL YEAR RITES FOR SY 2018-2019

Date: March 15, 2019

In view of DepEd Order No. 002, s. 2019 re School Year 2018-2019 K to 12 Basic Education Program End of School Year Rites, you are hereby advised to strictly implement item no. 4, to wit:

a. Graduation rites should be simple but meaningful; and conducted without excessive spending, extravagant attire or extraordinary venue;
b. Moving Up or Completion ceremonies should be simple, involving only the learners, their parents, and the school;
c. Non-academic projects and school events should not be imposed as requirements for graduation or completion; and
d. For public schools, expenses relative to the activity should be charged to the school’s MOOE subject to existing guidelines, and no DepEd personnel shall be allowed to collect any kind of contribution or fee.

The attached DepEd Memorandum No. 025, s. 2019 issued on March 1, 2019 clarifying that the end of school year rites for Grade 6 completers shall be a graduation ceremony should be widely disseminated.

ATTY. ALBERTO T. ESCOBARTE, CESO IV
Regional Director

Enclosed: As stated.

Empowerment  Adaptability  Goal-oriented  Leadership  Excellence
DepEd MEMORANDUM
No. 025, s. 2019

GRADUATION CEREMONY FOR GRADE 6 COMPLETERS
IN SCHOOL YEAR 2018-2019

To: Undersecretaries
Assistant Secretaries
Regional Secretary, ARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Division Chiefs and Unit Heads
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. This Memorandum clarifies that the end of school year rites for Grade 6 completers this School Year 2018-2019 shall be a graduation ceremony, as stated in the attached DepEd Order No. 2, series of 2019, issued on February 18, 2019.

2. The moving-up ceremony instead of a graduation for Grade 6 completers is under discussion by the Executive Committee. Should this be approved, DepEd assures all concerned that this will be announced with sufficient lead time.

3. Apologies are extended for any inconvenience or confusion this may have caused.

4. Immediate dissemination of this Memorandum is desired.

LEONOR MAGTOLIS BRIONES
Secretary

Encl.: As stated

References: DepEd Order (No. 002, s. 2019)

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

BASIC EDUCATION
ELEMENTARY EDUCATION
GRADUATION
LEARNERS
SCHOOLS
SCHOOL YEAR 2018-2019 K TO 12 BASIC EDUCATION PROGRAM
END OF SCHOOL YEAR RITES

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

1. For School Year (SY) 2018-2019, the Department of Education (DepEd) announces the conduct of the following End-of-School-Year (EOSY) Rites:

<table>
<thead>
<tr>
<th>Grade Level Completers</th>
<th>Ceremony</th>
<th>Proof of Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten</td>
<td>Moving Up or Completion</td>
<td>Kindergarten Certificate (Enclosure No. 1)</td>
</tr>
<tr>
<td>Grade 6</td>
<td>Graduation</td>
<td>Elementary Certificate (Enclosure No. 2)</td>
</tr>
<tr>
<td>Grade 10</td>
<td>Moving Up or Completion</td>
<td>Junior High School Certificate (Enclosure No. 3)</td>
</tr>
<tr>
<td>Grade 12 learners from:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Schools with DepEd-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>approved K to 12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>transition plan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Schools with permit to operate Senior High School since 2014</td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. International Schools with K to 12 Program</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. The 2019 ceremonies shall focus on the theme Pagkakaisa sa Pagkakaiba-iba: Kalidad na Edukasyon para sa Lahat (Unity in Diversity: Quality Education for All). Schools, schools divisions or regional offices may translate the theme into their respective Mother Tongues. This theme highlights the role of the K to 12 Basic Education Program in developing an educated society where the challenges and benefits of diversity are embraced and welcomed by every Filipino.

3. As announced in Enclosure No. 2 of DepEd Order (DO) No. 25, s. 2018 entitled School Calendar for School Year 2018-2019, the EOSY rites should be scheduled not earlier than April 1, 2019, but not later than April 5, 2019. Schools, divisions or regions with an extended SY shall be guided by their approved revised school calendar.
4. In line with the government's austerity program, DepEd reiterates the following policies:

a. Graduation rites should be simple but meaningful to 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 Completion Ceremonies should be simple, involving only the learners, their parents and the school; and

c. Nonacademic 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.

For Public Schools only

d. Expenses relative to the activity should be charged to the school Maintenance and Other Operating Expenses subject to existing guidelines. **No DepEd personnel shall be allowed to collect any kind of contribution or fee for graduation/moving up/completion ceremony.**

5. The use of the enclosed completion certificate and diploma templates are as follows:

<table>
<thead>
<tr>
<th>For private elementary and secondary schools, technical and vocational institutions (TVIs), and higher education institutions (HEIs), including state universities and colleges (SUCs) and local universities and colleges (LUCs)</th>
<th>The use of the enclosed completion certificate and diploma templates is optional. The signature of the school head is required, while the signature of the schools division superintendent is <strong>not required</strong>.</th>
</tr>
</thead>
<tbody>
<tr>
<td>For public elementary and secondary schools</td>
<td>The use of the enclosed completion certificate and diploma templates is <strong>required</strong></td>
</tr>
</tbody>
</table>

6. Awarding of honors to learners from Grades 1 to 12 shall follow the guidelines in DO 36, s. 2016 entitled **Policy Guidelines on Awards and Recognition for the K to 12 Basic Education Program.**

7. Further, the EOSY rites and moving up or completion ceremony shall be conducted in an appropriate solemn ceremony befitting the learners and their parents and **shall not be used as a political forum.** DepEd reiterates the strict compliance with DO 48, s. 2018 entitled **Prohibition of Electioneering and Partisan Political Activity.**
8. For more information, please contact the Bureau of Learning Delivery-Teaching and Learning Division, 4th Floor, Bonifacio Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City at telephone nos. (02) 638-4799 and (02) 687-2948, or email at bld.od@deped.gov.ph.

9. Immediate dissemination of and strict compliance with this Order is directed.

LEONOR MAGTOLIS BRIONES
Secretary

Encls.:
As stated

References:
DepEd Order Nos.: (25 and 48, s. 2018; 36, s. 2016) and 6, s. 2018

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

- BASIC EDUCATION
- CERTIFICATE
- DIPLOMA
- GRADUATION
- JUNIOR HIGH SCHOOL
- KINDERGARTEN EDUCATION
- LEARNERS
- POLICY
- SCHOOLS
- SENIOR HIGH SCHOOL

MCR/SMMA, DQ School year 2019 K to 12 Basic Education Program End of School Year Rites
0050 – February 4/7/11, 2019
SAMPLE TEMPLATE FOR KINDERGARTEN CERTIFICATE

REPUBLIC OF THE PHILIPPINES

EDUCATION

REGION XXX

SANGAY NO. XXXXXXX

PUROK NO. XXXXXX

DISTRICT OF

XXXXXX ELEMENTARY SCHOOL

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxx

ay kasaysayan nakatupad sa mga kinaroroonan sa Kurikulum ng Kindergarten na itinala

ng Kagawaran ng Edukasyon, kaya pinagkakorial na nito sa ilalim ng

KATUNAYAN

CERTIFICATE


Signed in XXXXXXX, Philippines on the ___-day of April 2019.
SAMPLE TEMPLATE FOR GRADE 6 ELEMENTARY CERTIFICATE

Republic of the Philippines
Department of Education

REHITON XXX
REGION XXX
SANGAY NG XXXXXXX
DIVISION OF XXXXXX
PUROK NG XXXXX
DISTRICT OF

XXXXXXXXX ELEMENTARY SCHOOL

Pinatutunan at na si
This certificate is

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxx

ay kapwa-siyang nakatupad sa mga kahangalan sa Kurikulum ng Elementarya na itinala

has satisfactorily completed the requirements of the Elementary Curriculum as prescribed

ng Kagawaran ng Edukasyon, kaya pinakasuhan siya nito

by the Department of Education and is therefore awarded this

KATUNAYAN

CERTIFICATE


Signed in Nxxxxxx, Philippines on the ___ day of April 2019.

XXXXXXXXXX

Principal

XXXXXXXXXX

Registrar Division Superintendent
SAMPLE TEMPLATE FOR GRADE 10 CERTIFICATE OF COMPLETION

Republica ng Pilipinas
Department of Education

REGION XXX
SANGAY NG XXXXXXX
DIVISION OF XXXXXXX

XXXXXX HIGH SCHOOL

This certificate is:

JUAN A. DELA CRUZ
Learner Reference Number (LRN): xxxxxxxxxxx

ay kastiy-siyang nakatupad sa mga kinasasagree ng Kurikulum ng Junior High School na tínakda para sa

Mataas na Paaralan ng Kagawaran ng Edukasyon, kayang pinakikilalang siya nitong

Secondary Schools of the Department of Education and is therefore awarded this

KATUNAYAN
CERTIFICATE

Nilagdaan sa XXXXXXX, Pilipinas nitong ito ay ng Abril 2019.

Signed in XXXXXXX, Philippines on the ___ day of April 2019.

Punongguro
Principal

Pansangay na Tagapamamhala ng mga Paaralan

[Signature]
SAMPLE TEMPLATE FOR GRADE 12 DIPLOMA

Republica ng Pilipinas
Department of Education

REHIYON XXX
SAANG NG XXXXXXXX
DIVISION OF XXXXXXX

XXXXXX HIGH SCHOOL

This certifies that

JUAN A. DELA CRUZ

has satisfactorily completed the requirements for graduation in Senior High School.

TRACK

na itinakda para sa Mataas na Paaralan ng Kagawaran ng Edukasyon, kay sa pinagkaboban aya nitong

STRAND

prescribed for Secondary Schools of the Department of Education and in therefore awarded this

KATIBAYAN

DIPLOMA

Nilagdaan sa XXXXXXXX, Pilipinas nitong ibig-ibig ng Abril 2019.

Signed in XXXXXXX, Philippines on the ___ day of April 2019.

Punongguro

Punongkabahayan ng Senior High School

Panahon na Manggagawa ng mga Paaralan

School Division Superintendent