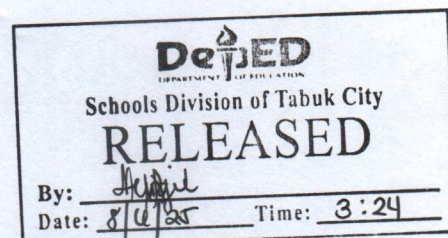




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Schools Division of Tabuk City



Office of the Schools Division Superintendent

August 04, 2025

DIVISION MEMORANDUM
No. 326, s. 2025

DISSEMINATING REGIONAL MEMORANDUM NO. 548 S. 2025
RE: SUBMISSION OF APPLICATION FOR PRIVATE SCHOOL REGULATORY
SERVICES FOR THE SCHOOL YEAR 2026-2027

- To:**
- Assistant Schools Division Superintendent
 - SGOD and CID Chiefs
 - Public School District Supervisors) NTD1, ETD1, STD1
 - School Heads of Private Elementary and Secondary Schools
 - All Others Concerned

1. This office hereby disseminates Regional Memorandum No. 548 s. 2025 dated July 31, 2025; the deadline for the submission of requests to open a new school or operate an additional grade level in an existing elementary or secondary school, tuition, and other fee increase, and Senior High School Program and other applications of private schools are as follows:

Type of Application	Deadline for Submission of Applications to the SDO for SY 26-27	Deadline for Submission of Applications to the RO for SY 26-27	Onsite Validation/ Ocular Visit
Tuition and Other Fee Increases	February 28, 2026	March 15, 2026	
Permit to Operate/ Recognition	November 30, 2025	January 31, 2026	Feb. to April 2026
Special Order (SY 2024-2025)	August 30, 2026	October 30, 2026	
Senior High School Program	November 30, 2025	January 31, 2026	

2. For details or queries, kindly email Mr. Kenneth A. Atiwag of the School Management Monitoring and Evaluation (SMME) at kenneth.atiwag@deped.gov.ph.
3. Immediate dissemination of this Memorandum is desired.

For the authority of the
Schools Division Superintendent
JAN NOWEL E. PEÑA
Asst. Schools Division Superintendent

BENEDICTA B. GAMATERO PhD, CESO V
Schools Division Superintendent



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DepEd Tayo Tabuk City