



Tanggapan ng Kalihim

Office of the Secretary

SEP 01 2005

DepED ORDER

No. 52, s. 2005

CORRIGENDA AND ADDENDA TO DEPED ORDER NO. 36, S. 2005
(Regular Annual Collection and Processing of Formal Basic Education Data)

To: Regional Directors
Regional Secretary – DepED ARMM
Schools Division/City Superintendents
Heads, Public and Private Elementary and Secondary Schools

1. To ensure clear instructions in accomplishing the Government Secondary School Profile, the following changes have been effected:

a. Student Data (Table A)

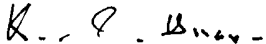
- Instructions have been modified so it becomes *"The data to be entered shall be distributed by year level and by sex."* With this change, instructions for Student Data for Previous School Year 2004-2005 have been separated.
- For Total Enrolment, *"For Year I (Regular), promotees from the Bridge program in previous school year should be included."*, has been added.

b. Student Data for Previous School Year 2004-2005 as of March 31 (Table D)

- Separate instructions for the Student Data for Previous School Year 2004-2005 have been formulated as follows:
 - *The data to be entered shall be distributed by year level and by sex.*
 - *"Enrolment – For Year I enrolment, only the data of regular Year I from the current school year 2004-2005 should be entered. Bridge enrolment from the current school year 2004-2005 should not be included."*
 - For the Number of Dropouts, these instructions have been added: *"For Year I number of dropouts, only the data of regular first year from the current school year 2004-2005 should be entered. Number of dropouts in Bridge program from the current school year 2004-2005 should not be included."*
 - For the Number of Promotees/Graduates, these instructions have been added: *"For Year I number of promotees, only the data of regular first year from the current school year 2004-2005 should be entered. Number of promotees in Bridge program from the current school year 2004-2005 should not be included."*

c. Cut-off date

- August 30 was changed to August 31.
2. Enclosed are the revised instructions in accomplishing the Government Secondary School Profile for reference.
 3. Immediate dissemination of and compliance with this Order is directed.


RAMON C. BACANI
Undersecretary
Officer-in-Charge

Encl.:

As stated

Reference:

DepED Order: (No. 36, s. 2005)

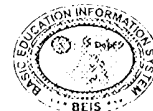
Allotment: 1—(D.O. 50-97)

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

CHANGE
DATA (Statistics)
FORMS
SCHOOLS



Republic of the Philippines
 DEPARTMENT OF EDUCATION
 OFFICE OF PLANNING SERVICE
 Research and Statistics Division



**INSTRUCTIONS FOR ACCOMPLISHING
 THE GOVERNMENT SECONDARY SCHOOL PROFILE**

No item should be left blank. Instead, "zero (0)" or "not applicable (a) " shall be written.

STUDENT DATA (Table A) - The data to be entered shall be distributed by year level and by sex.

- **Total Enrolment** -includes all students enrolled in the school, including repeaters. **For Year I (Regular), promotees from the Bridge program in previous school year should be included.**
- **Bridge** - includes all first year entrants who opted to undergo Bridge Program.
- **Number of Repeaters** - refers to students who failed or left a particular year level in any previous school year and are enrolled in the same year level where they left or failed, as of August 31.
- **Number of Transferees In** - refers to students who entered the school from another school, either government or private.
- **Number of Balik-aral** - refers to students who finished a year level, stopped schooling and enrolled in the next year level after a year or more, as of August 31.

AGE PROFILE (Table B)

- The total enrolment of the school as of 31 August shall be distributed across year levels, by single age and by sex.

CURRENT SY ENROLMENT AND NUMBER OF CLASSES BY SHIFT (Table C)

- **Current SY Enrolment and Number of Classes** - Enrolment shall tally with the data on enrolment and number of classes by year level (Table A).
- **Shift (or session)** - refers to time schedules corresponding to different sets of classes (e.g. morning and afternoon shifts). Table C shall be filled even if only one shift is offered by the school.

STUDENT DATA FOR PREVIOUS SCHOOL YEAR 2004-2005 as of March 31 (Table D) - The data to be entered shall be distributed by year level and by sex.

- **Enrolment** - For Year I enrolment, only the data of regular Year I from the current school year 2004-2005 should be entered. Bridge enrolment from the current school year 2004-2005 should not be included.
- **Number of Dropouts** - refers to students who left school before completing the prescribed year level within the specified school year up to March 31 and **should not be included in the total enrolment as of the same date.** For Year I number of dropouts, only the data of regular first year from the current school year 2004-2005 should be entered. Number of dropouts in Bridge program from the current school year 2004-2005 should not be included.
- **Number of Promotees/Graduates** - In year 1 to 3, refers to students who successfully completed the year level. In year 4, refers to students who completed the secondary level. For Year I number of promotees, only the data of regular first year from the current school year 2004-2005 should be entered. Number of promotees in Bridge program from the current school year 2004-2005 should not be included.

After completing Tables A through C, check that the enrolment totals in these tables tally with one another.

PHYSICAL FACILITIES DATA (Tables E₁, E₂ & E₃)-

EXISTING NUMBER OF CLASSROOMS (Makeshift and condemned/condemnable academic rooms are not to be included.)

Enter the number of rooms currently being used and not currently being used for *instructional purposes* in the appropriate boxes. Similarly, enter the number of rooms currently being used and not currently being used for *non-instructional purposes* in the appropriate boxes. The columns for Totals shall include those currently being used and not currently being used.

Instructional rooms refer to rooms with the following dimensions:

- 7m x 9m with 2 doors
- 7m x 6m with 1 door
- 7m x 8m with 2 doors
- 6m x 8m (Bagong Lipunan type) with 1 door
- 7m x 7m with 2 doors

EXISTING CLASSROOM FURNITURE

- **Number of Desks** - refers to the total number of serviceable two-seater desks in the school.
- **Number of Tables and Chairs** - refers to the number of *sets of 1 table and 2 chairs* (new model) in the school.
- **Number of Armchairs** - refers to the total number of serviceable armchairs in the school.