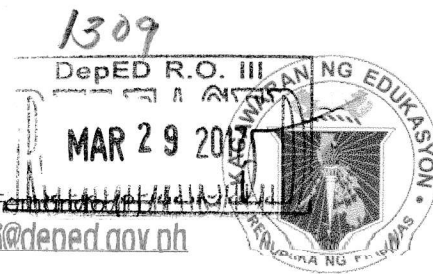




Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION III

Matalino St., D.M. Government Center, Maimpis, City of San Fernando, Pampanga
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March 27, 2017

REGIONAL MEMORANDUM

No. 42, s. 2017

REITERATING THE POLICIES ON THE SCHOOL YEAR 2016-2017 END OF SCHOOL YEAR RITES

To: Assistant Regional Director
Schools Division Superintendents
Chiefs, Regional Division Offices
School Heads, Public Elementary and Secondary School

1. The Department of Education issued to the field Department Order No. 8, s. 2017 on February 17, 2017 to guide all DepEd Officials on the conduct of the end of school year rites.

2. Section 4.a states that:

"Graduation rites should be simple but meaningful which 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"

In addition Section 4.d, e, f, and g say that:


- Expenses relative to the activity should be charged to the school Maintenance and Other Operating Expenses under the 2017 Budget;
- Any DepEd personnel should not be allowed to collect any graduation/moving up/closing ceremony fees or any kind of contribution;
- Parent-Teachers Association (PTA) may give donations in cash or in kind; and
- Contribution for the annual yearbook, should be on a voluntary basis.

3. In view thereof, All Schools Division Superintendents and public elementary and secondary school heads are advised to observe the following:

- 3.1 Graduation ball, graduation party and the likes are prohibited.
- 3.2 All expenses relative to the activity should be charged to school Maintenance and other Operating Expenses under the 2017 subjects; these include the hiring of chairs, sound system, toga, yearbook, ribbons, medals, diploma, programs and invitations and school projects.
- 3.3 Since completion of Junior High School is not a graduation but a moving up ceremony, wearing of toga which is usually worn by graduating pupils/students is strongly discouraged.
- 3.4 No amount of money should be collected from the parents of the graduating students.

1/02

- 3.5 Any amount of money collected from parents or donated by parents for the *moving up ceremony or graduation rites should be returned. Since expenses should be charged against School MOOE.*
- 3.6 Class pictures and the likes should be left to the discretion of the parents. There should be no "school official photographer."
4. All Schools Division Superintendents and School Heads are expected to implement the policies. They shall be held accountable for any violation thereof.
5. Strict compliance to this Memorandum is enjoined.


MALCOLM S. GARMA, CESO V
Director III
Officer-In-Charge
Office of the Regional Director

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Ref.: D.O. 8, s. 2017

ORD2/pau3



Republic of the Philippines
Department of Education

DepEd ORDER
No. **8**, s. 2017

17 FEB 2017

SCHOOL YEAR 2016-2017 END OF SCHOOL YEAR RITES

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

1. For School Year (SY) 2016-2017, the Department of Education (DepEd) announces the conduct of the following **End of School Year Rites**:

Grade/Level	Ceremony	Proof of Completion
Grade 6 learners who will complete Elementary education	Graduation	Elementary Certificate (Enclosure No. 1)
Grade 10 learners who will complete Junior High School	Moving Up or Completion	Junior High School Certificate (Enclosure No. 2)
Grade 12 learners from a. Schools with DepEd-approved K to 12 transition plan b. Schools with permit to operate Senior High School 2014 c. International schools with K to 12 Program	Graduation	High School Diploma (Enclosure No. 3)

2. The 2017 ceremonies shall focus on the theme *Sabay-Sabay na Hakbang Tungo sa Maunlad na Kinabukasan*. This theme highlights the importance of the concerted endeavor and collaborative efforts of the stakeholders and learners in achieving the shared vision of quality, accessible, relevant, and liberating basic education for all. It emphasizes the significance of unity in forging a better and progressive future for the Filipino youth.

3. The graduation rites should be scheduled on or before **April 7, 2017**. For schools divisions or regions with an extended school year, schools will have to be guided by their approved revised school calendar.

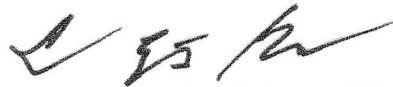
4. In line with the government's austerity program, the Department of Education (DepEd) reiterates the following policies:

- a. Graduation rites should be simple but meaningful which 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 closing ceremonies should be simple involving only the learners, their parents and the school;
- c. Non-academic 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;

Public Schools only

- d. Expenses relative to the activity should be charged to the school Maintenance and Other Operating Expenses under the 2017 Budget;
 - e. Any DepEd personnel should **not be allowed to collect any graduation/moving up/closing ceremony fees or any kind of contribution;**
 - f. Parent-Teachers Association (PTA) may give donations in cash or in kind; and
 - g. Contribution for the annual yearbook, if any, should be on a voluntary basis.
5. Further, the end of school year rites and moving up or closing ceremony should be conducted in an appropriate solemn ceremony befitting the learners and their parents and **shall not be used as a political forum.**
6. Immediate dissemination of and strict compliance with this Order is directed.



LEONOR MAGTOLIS BRIONES
Secretary

Encls.:

As stated

References:

DepEd Order: Nos. 7 and 15, s. 2016

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

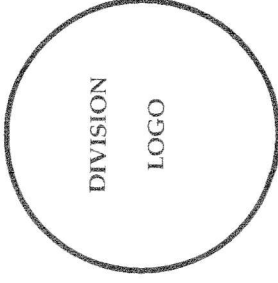
BASIC EDUCATION
GRADUATION
LEARNERS
POLICY
SCHOOLS
SENIOR HIGH SCHOOL

(Enclosure No. 1 to DepEd Order No. 8, s. 2017)

SAMPLE TEMPLATE FOR GRADE 6 ELEMENTARY CERTIFICATE



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon
Department of Education



REHIYON XXX
REGION XXX

SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXXX

PUROK NG XXXXXX
DISTRICT OF

XXXXXX ELEMENTARY SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa Paaralang Elementarya na itinakda
has satisfactorily completed the requirements for Elementary School as prescribed
ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
by the Department of Education and is therefore awarded this

KATUNAYAN CERTIFICATE

Nilagdaan sa XXXXXXXXX, Pilipinas nitong ika-1 ng Abril 2016.
Signed in XXXXXXXX, Philippines on the 1st day of April 2016.

XXXXXXXXXX
Punong-Guro
Principal

XXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent

(Enclosure No. 2 to DepEd Order No. 8, s. 2017)

SAMPLE TEMPLATE FOR GRADE 10 CERTIFICATE OF COMPLETION



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon
Department of Education

REHIYON XXX
REGION XXX

SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXXX

XXXXXX HIGH SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxx

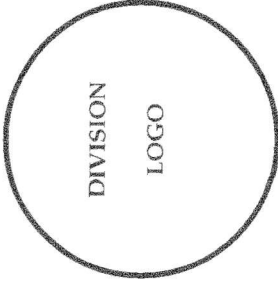
ay kasiya-siyang nakatupad sa mga kinakailangan sa pagtatapos ng Junior High School na itinakda para sa
has satisfactorily completed the requirements for Junior High School prescribed for
Mataas na Paaralan ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
Secondary Schools of the Department of Education and is therefore awarded this

**KATUNAYAN
CERTIFICATE**

Nilagdaan sa Xxxxxxxxxx, Pilipinas nitong ika-1 ng Abril 2016.
Signed in Xxxxxxxxxx, Philippines on the 1st day of April 2016.

XXXXXXXXXX
Punong-Guro
Principal

XXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent



(Enclosure No. 3 to DepEd Order No. 8, s. 2017)

SAMPLE TEMPLATE FOR GRADE 12 DIPLOMA



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon
Department of Education

REHIYON XXX
REGION XXX

SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXXX

XXXXXX HIGH SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa pagtatapos ng Senior High School
has satisfactorily completed the requirements for graduation in Senior High School

TRACK AND STRAND

na itinakda para sa Mataas na Paaralan ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
prescribed for Secondary Schools of the Department of Education and is therefore awarded this

**KATIBAYAN
DIPLOMA**

Nilagdaan sa Xxxxxxxxxx, Pilipinas nitong ika-1 ng Abril 2016.
Signed in Xxxxxxxxxx, Philippines on the 1st day of April 2016.

XXXXXXXXXX
Punong-Guro
Principal

XXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent

DIVISION
LOGO

