



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Governance Operations Division**

**DIVISION MEMORANDUM**

**January 12, 2026**

No. 031, s. 2026

**EARLY REGISTRATION**

To: Asst. Schools Division Superintendent  
Chief, CID and SGOD  
Public Elementary and Secondary School Heads  
Private Elementary and Secondary School Heads  
All Others Concerned

1. Pursuant to DepEd Order No. 12, s. 2025 entitled "Multi-Year Implementing Guidelines on the School Calendar and Activities" and DepEd Order No. 17, s. 2025 entitled "Revised Basic Education Enrollment Policy", the Department of Education announces the conduct of Early Registration for School Year 2026-2027.
2. The Early Registration period shall run from January 31, 2026 to February 27, 2026.
3. All public and private schools are hereby directed to encode daily in the Learner Information System (LIS) the number of registrants for Kindergarten, Grade 1, Grade 7, and Grade 11, beginning January 31, 2026 until February 27, 2026 at 11:59 p.m.
4. Immediate and widest dissemination of this Memorandum is desired for the information and guidance of all concerned.

**WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent 