



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

**Office of the Schools Division
Superintendent**

February 4, 2026

DIVISION MEMORANDUM

No. 110 , s. 2026

EARLY REGISTRATION FOR SCHOOL YEAR 2026-2027

To: Asst. Schools Division Superintendent
Chiefs, CID and SGOD
EPSvr - Alternative Learning System (ALS)
Elementary and Secondary Public School Principals
All others Concerned

1. In reference to Regional Memorandum No. 0087, s. 2026, titled **“Early Registration for School Year 2026–2027**, all elementary and secondary public school principals, including other concerned personnel in the Community Learning Centers (CLCs), are hereby directed to conduct the **Early Registration for School Year 2026–2027** from **January 31, 2026 to February 27, 2026** for the following:
 - a. incoming Kindergarten learners;
 - b. learners entering basic education for the first time, including out-of-school youth and adults;
 - c. transferees to public schools;
 - d. incoming Grades 1, 7, and 11 learners; and
 - e. potential Alternative Learning System (ALS) learners.
2. The **Basic Education Early Registration Form (Annex A)** in DepEd Order No. 017, s. 2025 shall be utilized by schools during the conduct of early registration.
3. The **Learner Information System (LIS) Early Registration Facility** shall be deployed starting **January 31, 2026** and shall remain open for the encoding and updating of early registration data until **February 27, 2026**.
4. Please refer to the attached memorandum for complete details and guidance.
5. For information and strict compliance.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent



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Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

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30 JAN 2026

Office of the Regional Director

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2/2/26 @ 2:05 pm

30 JAN 2026

REGIONAL MEMORANDUM
No. 0087 s. 2026

EARLY REGISTRATION FOR SCHOOL YEAR 2026-2027

To: Schools Division Superintendents
Assistant Schools Division Superintendents
All Others Concerned

- In adherence with DepEd Order No. 12, s. 2025 titled *Multi-Year Implementing Guidelines on the School Calendar and Activities* and DepEd Order No. 17, s. 2025, titled *Revised Basic Education Enrollment Policy*, this Office, through the Policy, Planning and Research Division, hereby disseminates the conduct of **Early Registration for School Year (SY) 2026-2027** from January 31, 2026 to February 27, 2026.
- All public schools, Community Learning Centers (CLCs), and concerned offices are directed to conduct the early registration for the following learners:
 - incoming Kindergarten learners;
 - learners entering basic education for the first time, including out-of-school youth and adults;
 - transferees to public schools;
 - incoming Grades 1, 7, and 11 learners; and
 - potential Alternative Learning System (ALS) learners.
- Basic Education Early Registration Form (Annex A)** in DO 17, s. 2025 can be used by the schools during the early registration.
- The **Learner Information System (LIS) Early Registration Facility** shall be deployed starting **January 31, 2026** and shall remain open for **encoding and updating of early registration data until February 27, 2026**.
- All concerned schools and offices are directed to ensure timely and accurate data encoding within the said period.
- School personnel who render services in the conduct of Early Registration beyond regular working hours or days shall be entitled to appropriate compensation. Teaching personnel may be granted Vacation Service Credits (VSC) in accordance with DepEd Order No. 13, s. 2024, while non-teaching personnel may be granted Compensatory Overtime Credit (COC) pursuant to CSC-DBM Joint Circular No. 2, s. 2004, subject to existing accounting and auditing rules.



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DepEd Tayo Region VII

region7.deped.gov.ph



DEPED TAGBILARAN CITY DIVISION
SDS OFFICE 2-08

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DATE: 2/2/2026

7. For queries, you may reach us through 0917-717-4965 and look for **Ms. Helen D. Sabino**, CES-PPRD.

8. Immediate dissemination of and strict compliance with this Memorandum are hereby directed.



SALUSTIANO T. JIMENEZ EDD, JD, CESO III

Director IV

Regional Director

STJ/FYA/PPRD/HDLSS/agd



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