

Division Memorandum


No. 186 s., 2015

RELEASED ✓

**SENIOR HIGH SCHOOL REGISTRATION THROUGH THE LEARNER
INFORMATION SYSTEM (LIS)**

To: Public and Private Schools District Supervisors
Public and Private School Heads
Public and Private LIS/BEIS Coordinators
Advisers Concerned

1. As stipulated in DepEd Order No. 41, s. 2015, the SHS Early Registration shall be conducted from October 19-23, 2015. All Grade 10 students in SY 2015-2016 shall submit to their class advisers a duly accomplished SHS Preference Slip (Annex 2 of the Grade 10 Career Guidance Manual) containing their choice of schools and programs.
2. The class adviser shall register their students through the Learner Information System (LIS). A detailed procedural guide for the submission of the students' preferences in the LIS is available for download in the LIS Help page <http://lis.deped.gov.ph/support>.
3. High school graduates prior to the full implementation of the K to 12 Program, PEPT and A&E Test passers, and other learners outside the formal system, who opt to enter SHS, may register in any of the schools offering SHS using the SHS Registration Form (Annex 3 of the Grade 10 Career Guidance Manual).
4. The school head shall ensure the accurate and timely submission of the required information in the LIS. He/she shall also consolidate and submit to the Division SHS Coordinator the registration forms of all SHS registrants who are not covered by the LIS, including summary of their choice of school and tracks using Annex 4 of the Grade 10 Career Guidance Manual.
5. The school head shall ensure that the SHS Early Registration is culminated not later than October 23, 2015 and that all submissions are made not later than November 6, 2015.
6. Wide and immediate dissemination of this memorandum is desired.


FRANCIS CESAR B. BRINGAS, CESO VI
Schools Division Superintendent

KLPP/P&R/SGOD