



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
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DEPED DIVISION OFFICE  
BAGUIO CITY  
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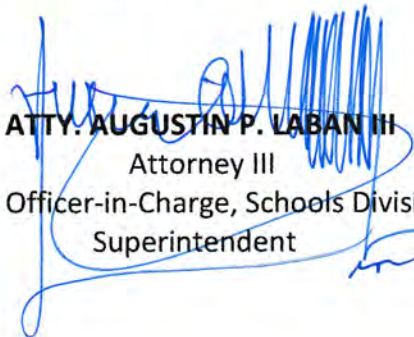
**DIVISION MEMORANDUM**

No. 193 s. 2016

**Guidelines on Voucher Management System (VMS) and Integration  
with Learner Information System (LIS)**

To : All Non-DepEd Schools Offering Senior High School

1. In line with DepEd Order No. 38, s. 2016 and DepEd Order No. 46, s. 2016 entitled Detailed Guidelines on the Implementation of the Senior High School (SHS) Voucher Program, all private schools offering Senior High Schools should be guided on the guidelines on Voucher Management System (VMS) with Learner Information System.
2. The Learner Information System (LIS) will contain the official registry of all learners. All enrollment and learner registration shall be done through the LIS.
3. The Voucher Management System (VMS) will contain the official registry of voucher program beneficiaries and billing statements. All billing transaction shall be done through the VMS.
4. Voucher Validity
  - a. Voucher shall be redeemed within the first semester of the school year immediately after the Junior High School completion
  - b. Vouchers covers only 2 consecutive years of schooling. If a student is unable to complete the academic requirements for Grade 11, then he is disqualified to receive a voucher in Grade 12
5. To access please log in to <http://lis.deped.gov.ph>.
6. Enclosure of this memorandum is the LIS and VMS integration process.
7. Immediate and wide dissemination of this memorandum is desired.

  
**ATTY. AUGUSTIN P. LABAN III**  
Attorney III  
Officer-in-Charge, Schools Division  
Superintendent

## Conditions for Voucher Beneficiaries

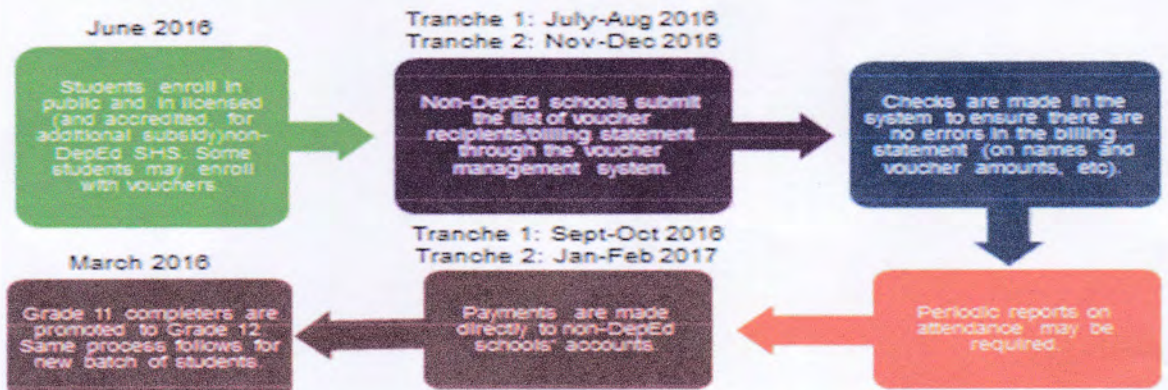
### Voucher support is discontinued, if the student:

- Drops out in middle of the SY
- Does not re-enroll in the following SY
- Is retained at the same grade level
- Transfers to another SHS within the SY
- Transfers to a DepEd SHS

### Voucher support may be continued, if the student:

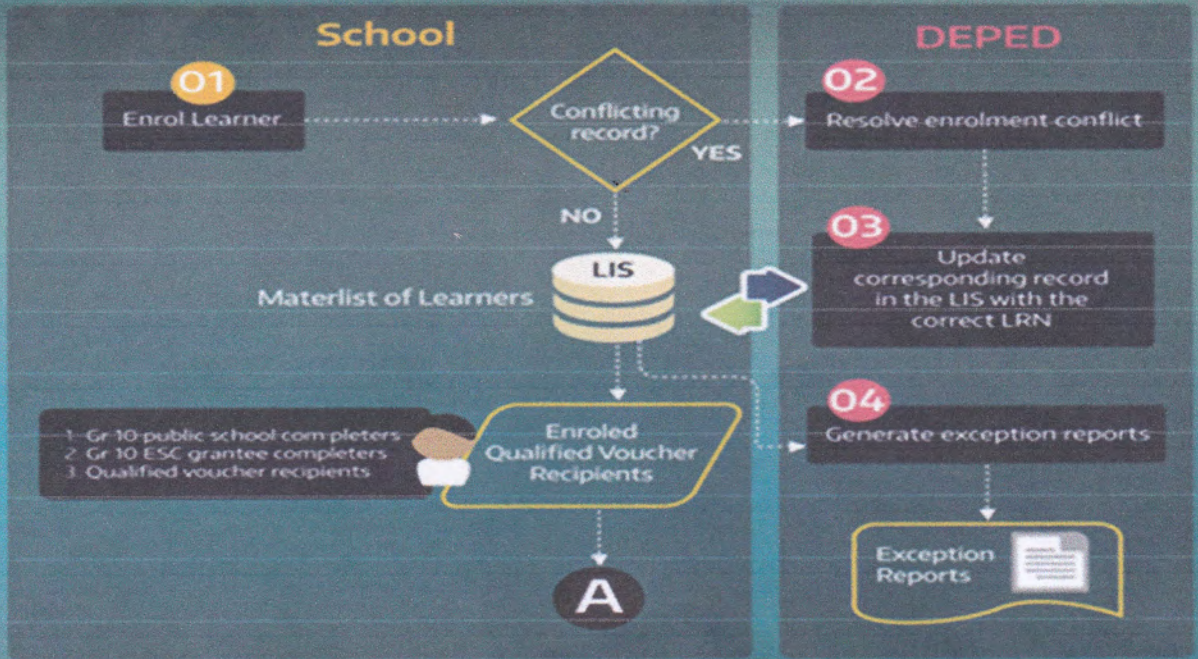
- Shifts tracks/strands at the end of the 1st semester in same school or the end of SY in same or different school
- Transfers to another non-DepEd SHS at the end of the SY. (The voucher amount can only be equal to or lower than the subsidy he receives from the originating school.)
- Leaves school not for more than 1 year due to medical reasons

## SHS Voucher Redemption Process



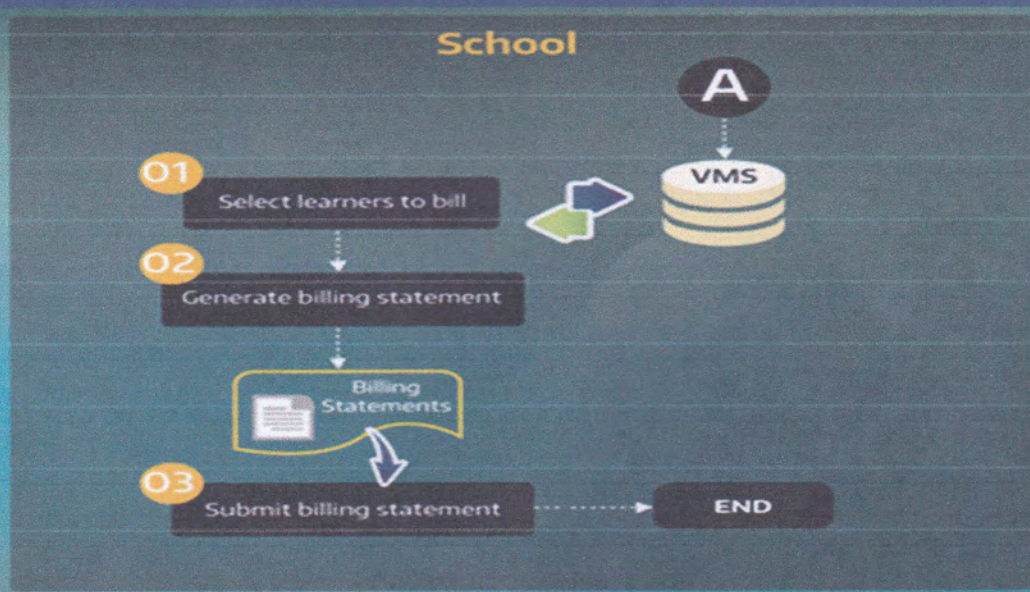
# LIS and VMS Integration

## 1<sup>st</sup> Semester Enrolment Process



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# LIS and VMS Integration Billing Process



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# LIS and VMS Integration

## 2<sup>nd</sup> Semester Updating Process

