



Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
 82 Military Cut-Off, Baguio City  
 Tel. No.: (074) 442-7819/446-1488 Fax: (074) 442-7819



DIVISION MEMORANDUM

No. 49 , s. 2017

**INFORMATION FOR THE LAST DATE OF SCHOOL YEAR  
 IN PREPARATION FOR THE END OF SCHOOL YEAR (BOSY) ACTIVITIES  
 IN THE LEARNER INFORMATION SYSTEM (LIS) SY 2016-2017**

To : All Private School Heads (All levels)  
 Private School LIS Coordinators (All levels)

1. In preparation for the End of School Year (EOSY) activities in the Learner Information System (LIS) School Year 2016-2017, please inform the Planning and Research Section on the approved last date of School Year 2016-2017.
2. Planning and Research Section will relay and request to Central Officer for a separate timeline of EOSY activities intended for private schools with shifted school calendar from June to July or August. This is to avoid numerous data corrections for the next school year due to non-encoding of final grades of the learners within the set timelines.
3. Please accomplish reply slip below and submit or send to Planning and Research Section on or before 11 February 2017 through *planresearchbaguio@gmail.com*.
4. Immediate and wide dissemination of this Memorandum to all concerned is strictly required.

**ATTY. AUGUSTIN P. LABAN III**  
 Attorney III  
 OIC- Schools Division Superintendent

REPLY SLIP

Name of School: \_\_\_\_\_

Address of School: \_\_\_\_\_

Name of School Head: \_\_\_\_\_

Contact Number: (landline) \_\_\_\_\_ (mobile phone) \_\_\_\_\_

Approved last date of school year 2016-2017:

ES: \_\_\_\_\_  
 JHS: \_\_\_\_\_  
 SHS: \_\_\_\_\_