



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
82 Military Cut-off Road, Baguio



DIVISION MEMORANDUM

No. 255, s. 2019

**Learner Information System (LIS) Kindergarten, Grades 1 to 10 (K to 10)
Beginning of School School Year (BOSY) 2019-2020**

**To : Public Schools District Supervisors
All Public Elementary and Secondary School Heads and LIS Coordinators
All Private Elementary and Secondary School Heads and LIS Coordinators**

1. The field is informed that the **Learner Information System (LIS) for Kindergarten, Grades 1 to 10 (K to 10) encoding for Beginning of the School Year (BOSY) 2019-2020 is open starting June 21, 2019 until further notice.**
2. Available facilities are as follows:
 - A. Age-cut of Kindergarten
 - o Public Schools - only accept learners who will turn 5 years old by August 31, 2019.
 - o Private Schools - will be based on the school opening
 - ✓ If school opening is June 2019, only accept learners who will turn 5 years old by August 31, 2019.
 - ✓ If school opening is July 2019, only accept learners who will turn 5 years old September 30, 2019.
 - ✓ If school opening is August 2019, only accept learners who will turn 5 years old October 31, 2019.
 - B. Enrolment of Learners whose previous EOSY status are Promoted with Honor, Promoted with High Honor, Promoted with Highest Honor.
 - C. Setting of School Calendar for Private Schools; school cannot use LIS facilities if calendar is not set. To set the calendar date:
 1. On the Class Calendar, click the Update link.
 2. Update the Class Start Date and Class End Date.
 3. Click the Save button.
3. For Senior High Schools, wait for further announcement of LIS BOSY opening.
4. Immediate and wide dissemination of this Memorandum is required.

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