



Republic of the Philippines
DEPARTMENT OF EDUCATION
Cordillera Administrative Region
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April 7, 2020

REGIONAL MEMORANDUM

No. 098, s. 2020

To: Schools Division Superintendents
All others concerned



REVISED FORMS FOR APPLICATION OF PRIVATE SCHOOLS: GOVERNMENT PERMIT; SPECIAL ORDER; AND INCREASE IN TUITION AND OTHER FEES

1. Per DO 88, s. 2010 “Revised Manual of Regulations for Private Schools in Basic Education” as amended by DO 11, s. 2011 “Amendments to the 2010 Revised Manual of Regulations for Private Schools in Basic Education”, enclosed are the forms to be used in the assessment and evaluation of documents of private schools applying for:
 - Government Permit (for establishment of new school and renewal of permit)
 - Tuition and Other Fees (TOF) Increase
 - Special Order
2. The forms shall serve as guide for personnel in the Regional Office and Schools Division Offices relative to the aforementioned application of private schools. Moreover, it shall not be modified without prior consultation to the concerned personnel/office.
3. The Quality Assurance Division (QAD) in coordination with the Schools Division Office through the SMME Section or the Division Focal Person on Private Schools shall regularly update the usage and effectiveness of the forms.
4. For more information, please contact the **Quality Assurance Division (QAD), DepED – Regional Office, Cordillera Administrative Region** at Telephone Number: **422 – 5187** or email us at: quad.depedcar@gmail.com.
5. Immediate dissemination of this memorandum is desired.


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Regional Director