



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



QAD-RM-2024-544

09 August 2024

Regional Memorandum
No. 544 s.2024

SUBMISSION OF DOCUMENTS OF PRIVATE SCHOOLS FOR RENEWAL OF GOVERNMENT PERMIT, PERMIT TO OPERATE NEW SCHOOL/COURSE OFFERING, APPLICATION OF GOVERNMENT RECOGNITION AND CHANGES IN TUITION AND OTHER SCHOOL FEES FOR SCHOOL YEAR 2025-2026

To **Schools Division Superintendents**

- 1. In reference to DepEd Order No. 88 s. 2010 titled 2010 Revised Manual of Regulations for Private Schools in Basic Education, this Office announces the deadline for submission of documents of private schools for school year 2025-2026:

Application	Deadline of Submission
Permit to Operate New School, New Course Offering/ Grade Level	August 30, 2024
Renewal of Government Permit	January 02, 2025
Application of Government Recognition	February 01, 2025
Application for Changes in Tuition and Other School Fees	May 15, 2025

- 2. The Regional Office shall assess the completeness of the documentary requirements attached to the subject application. The applicant school shall be informed in writing of deficiencies noted if any, not later than the following month of the same year the said application was filed.
- 3. Immediate and wide dissemination of this Memorandum is desired.

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