

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



04 August 2026

Regional Memorandum
No. 522, s. 2026

**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 2027-2028**

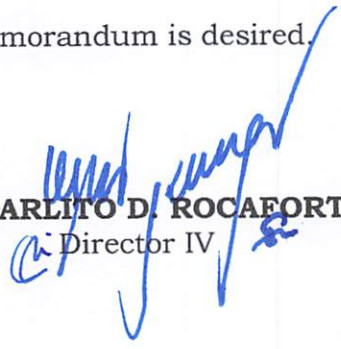
To: **Schools Division Superintendents**

1. In reference to **DepEd Order No. 88, s. 2010**, titled 2010 Revised Manual of Regulations for Private Schools in Basic Education, and **DepEd Order No. 012, s. 2026**, titled Government Recognition of Private Basic Education Institutions Offering the Senior High School (SHS) Program, this Office announces the deadlines for submission of documents by private schools for school year 2027-2028, as follows:

Application	Deadline for Submission
Application for Government Permit to Operate a New School, New Course Offering or Additional Grade Level	August 30, 2026
Renewal of Government Permit	January 03, 2027
Application for Government Recognition of Kindergarten, Elementary, Junior High School, and Special Needs Education	February 01, 2027
Application for Changes in Tuition and Other School Fees	May 15, 2027
Application for Government Recognition of the Senior High School Program	December 31, 2026

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.


CARLITO D. ROCAFORT
Director IV

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