



Republic of the Philippines  
Department of Education  
National Capital Region

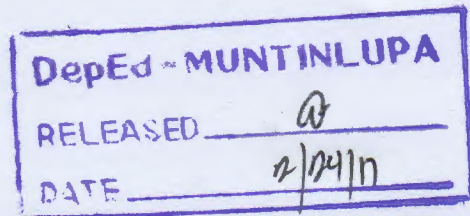
## SCHOOLS DIVISION OFFICE CITY OF MUNTINLUPA

February 22, 2017

### Division Memorandum

No. 231, 2017

TO: OIC - Asst. Schools Division Superintendent  
Chief Education Supervisors  
Public and Private Secondary School Principals / OICs  
All Concerned

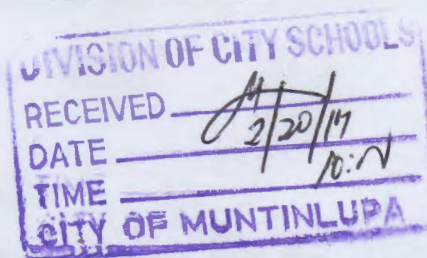


### SCHOOL YEAR 2016 - 2017 END OF SCHOOL YEAR RITES

1. Attached is DepEd Order No. 8, s. 2017, **School Year 2016 - 2017 End of School Year Rites**, contents of which are self - explanatory for the information and guidance of all concerned.
2. The 2017 Graduation / Completion Ceremonies shall focus on the theme "*Sabay - Sabay na Hakbang Tungo sa Maunlad na Kinabukasan*".
3. Particular attention is invited to paragraph numbers 4 and 5.
4. For SDO Muntinlupa City public schools, the Grade VI Graduation Ceremonies will be on April 5 to 7, while Grade 10 Completion Rites will be on April 8 and 10. Please see attached Graduation / Completion Schedules.
5. Immediate and wide dissemination of this Memorandum is desired

  
MAURO C. DE GULAN, Ed. D.  
Schools Division Superintendent





Republic of the Philippines  
**Department of Education**

DepEd ORDER  
No. **8**, s. 2017

**17 FEB 2017**

**SCHOOL YEAR 2016-2017 END OF SCHOOL YEAR RITES**

To: Bureau and Service Directors  
Regional Directors  
ARMM Secretary  
Schools Division Superintendents  
Public and Private Elementary and Secondary Schools Heads  
All Others Concerned

1. For School Year (SY) 2016-2017, the Department of Education (DepEd) announces the conduct of the following **End of School Year Rites**:

<b>Grade/Level</b>	<b>Ceremony</b>	<b>Proof of Completion</b>
Grade 6 learners who will complete Elementary education	Graduation	Elementary Certificate (Enclosure No. 1)
Grade 10 learners who will complete Junior High School	Moving Up or Completion	Junior High School Certificate (Enclosure No. 2)
Grade 12 learners from a. Schools with DepEd-approved K to 12 transition plan b. Schools with permit to operate Senior High School 2014 c. International schools with K to 12 Program	Graduation	High School Diploma (Enclosure No. 3)

2. The 2017 ceremonies shall focus on the theme *Sabay-Sabay na Hakbang Tungo sa Maunlad na Kinabukasan*. This theme highlights the importance of the concerted endeavor and collaborative efforts of the stakeholders and learners in achieving the shared vision of quality, accessible, relevant, and liberating basic education for all. It emphasizes the significance of unity in forging a better and progressive future for the Filipino youth.

3. The graduation rites should be scheduled on or before **April 7, 2017**. For schools divisions or regions with an extended school year, schools will have to be guided by their approved revised school calendar.

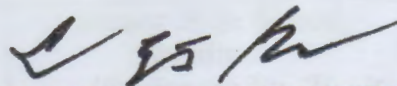
4. In line with the government's austerity program, the Department of Education (DepEd) reiterates the following policies:

- a. Graduation rites should be simple but meaningful which encourage civil rights, a sense of community, and personal responsibility. While these rites mark a milestone in the life of the learners, these should be conducted without excessive spending, extravagant attire, or extraordinary venue;

- b. Moving Up or Closing Ceremonies should be simple involving only the learners, their parents and the school;
- c. Non-academic projects such as attendance to field trips, film showing, junior-senior promenade and other school events should not be imposed as requirements for graduation or completion;

Public Schools only

- d. Expenses relative to the activity should be charged to the school Maintenance and Other Operating Expenses under the 2017 Budget;
  - e. Any DepEd personnel should **not be allowed to collect any graduation/moving up/closing ceremony fees or any kind of contribution;**
  - f. Parent-Teachers Association (PTA) may give donations in cash or in kind; and
  - g. Contribution for the annual yearbook, if any, should be on a voluntary basis.
5. Further, the end of school year rites and moving up or closing ceremony should be conducted in an appropriate solemn ceremony befitting the learners and their parents and **shall not be used as a political forum.**
6. Immediate dissemination of and strict compliance with this Order is directed.



**LEONOR MAGTOLIS BRIONES**  
Secretary

Encls.:  
As stated

References:  
DepEd Order: Nos. 7 and 15, s. 2016

To be indicated in the Perpetual Index  
under the following subjects:

BASIC EDUCATION  
GRADUATION  
LEARNERS  
POLICY  
SCHOOLS  
SENIOR HIGH SCHOOL

**Grade VI Graduation and Grade 10 Completion Rites Schedule**

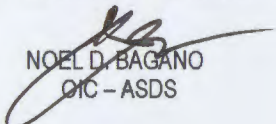
**A. Grade 6 Graduation Rites (April 5 – 10, 2017)**

Name of School	Time	No. of Graduates	Venue	School Head	PSDS	Educ. Prog. Supervisor
<i>Cluster 1: April 5, 2017</i>						
1. Tunasan ES	7:00 a.m.	428	Muntinlupa Sports Complex	Mrs. Rhodora V. Mandap	Mr. Eustaquio F. Escario	Dr. Emely V. Ambrocio
3. Putatan ES	8:30 a.m.	400	School Covered Court	Mrs. Virginia P. Cagampang	Dr. Ma. Theresa C. Dela Rosa	Mrs. Madeline Ann L. Diaz
2. Muntinlupa ES	10:30 a.m.	763	Muntinlupa Sports Complex	Ms. Marissa M. Andanza	Dr. Ma. Theresa C. Dela Rosa	Dr. Liliosa B. Palce
4. Itaas ES - Main	1:00 p.m.	577	School Covered Court	Mr. Raul T. Felix	Dr. Armando N. Romero	Mrs. Gina U. Urquia
5. Poblacion ES	2:30 p.m.	829	NHA Covered Court	Dr. Jane May C. Valbuena	Dr. Armando N. Romero	Mrs. Valentina A. Ballesteros
6. Victoria Homes ES	4:00 p.m.	247	School Ground	Mrs. Noemi B. Zarate	Dr. Armando N. Romero	Ms. Marissa S. Muldong
<i>Cluster 2: April 6, 2017</i>						
1. Bayanan ES - Unit I	6:30 a.m.	410	School Ground	Mrs. Jennifer S. Josen	Mr. Wilson F. Pascual	Mrs. Valentina A. Ballesteros
2. Bayanan ES - Main	8:00 a.m.	520	BES Main School Pavilion	Dr. Shella C. Navarro	Mr. Eustaquio F. Escario	Mr. Edison C. Enerlas
3. Alabang ES - Main	9:00 a.m.	867	PEDHS Covered Court	Mrs. Clarita E. Alejandro	Mr. Wilson F. Pascual	Mrs. Madeline Ann L. Diaz
4. Filinvest Alabang ES	10:30 a.m.	114	Filinvest Housing Covered Court	Mrs. Eden G. Cado	Mrs. Manuela M. Opalla	Mrs. Armida S. Oblinada
5. F. De Mesa ES	1:30 p.m.	205	School Covered Court	Mr. Edizer S. Laqueo	Mr. Eustaquio F. Escario	Ms. Marissa S. Muldong
6. Lakeview ES	3:00 p.m.	236	School Covered Court	Mr. Ador B. Querubin	Mr. Eustaquio F. Escario	Dr. Emelita D. Bautista
7. Soldiers' Hills ES	4:30 p.m.	337	School Ground	Mrs. Buena C. Dela Cruz	Dr. Ma. Theresa C. Dela Rosa	Dr. Liliosa B. Palce
<i>Cluster 3: April 7, 2017</i>						
1. Bagong Silang ES	6:00 a.m.	252	School Ground	Mrs. Ma. Hazel B. Fernandez	Mrs. Manuela M. Opalla	Mrs. Madeline Ann L. Diaz
2. Cupang ES - Annex	7:30 a.m.	149	Intercity Homes	Mrs. Manuela M. Opalla	Mrs. Manuela M. Opalla	Mrs. Valentina A. Ballesteros
3. Sucat Zone 3 ES and Zone 4	9:00 a.m.	106 + 70 = 176	Brgy. Sucat Covered Ground	Mrs. Elizabeth D. Limson Dr. Ma. Theresa C. Dela Rosa	Dr. Ma. Theresa C. Dela Rosa	Dr. Liliosa B. Palce
4. Cupang ES - Main	1:00 p.m.	474	School Covered Court	Dr. Ma. Aurora S. Bartolaba	Mr. Wilson F. Pascual	Dr. Emelita D. Bautista
5. Buli ES	2:30 p.m.	265	Brgy. Buli Covered Court	Engr. Rolando S. Muldong	Engr. Rolando S. Muldong	Ms. Marissa S. Muldong
6. Sucat ES - Main	4:00 p.m.	493	School Covered Court	Mr. Antonio C. Gagala	Engr. Rolando S. Muldong	Mrs. Gina U. Urquia

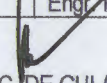
**Grade 10 Completion Rites**

Name of School	Time	No. of Graduates	Venue	School Head	PSDS	Educ. Prog. Supervisor
<i>April 8, 2017</i>						
1. MNHS - NHA Annex	8:00 a.m.	592	Muntinlupa National High School - Main Gymnasium	Mr. Dean B. Hermoso	Dr. Armando N. Romero	Mrs. Madeline Ann L. Diaz Mrs. Armida S. Oblinada
2. MNHS - Main		1567		Dr. Florante C. Marmelo	Dr. Armando N. Romero	
3. MNHS - Tunasan Annex		366		Dr. Antonio B. Rocha	Mr. Eustaquio F. Escario	
4. MSHS	2:00 p.m.	262	School Covered Court	Dr. Emelita D. Bautista	Dr. Ma. Teresa C. Dela Rosa	Mrs. Nerissa R. Lomeda
<i>April 10, 2017</i>						
1. PEDHS	7:00 a.m.	1160	School Covered Court	Dr. Rosendo E. Sangalang	Mr. Wilson F. Pascual	Mr. Edison C. Enerlas
2. PEDHS - Annex	9:00 a.m.	208	School Covered Court	Mr. Ador B. Querubin	Mr. Eustaquio F. Escario	Dr. Emelita D. Bautista
3. MBHS - Main	1:00 p.m.	898	Brgy. Buli Covered Court	Mrs. Eden B. Binaday	Mrs. Manuela M. Opalla	Mrs. Nerissa R. Lomeda
4. MBHS - Annex	3:00 p.m.	455	School Covered Court	Mr. Antonio C. Gagala	Engr. Rolando S. Muldong	Dr. Emely V. Ambrocio

Prepared by:

  
NOEL D. BAGANO  
OIC - ASDS

Approved:

  
MAURO C. DE GULAN, Ed. D.  
Schools Division Superintendent



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PAMBANSANG PUNONG REHIYON  
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SANGAY NG LUNGSOD NG MUNTINLUPA  
DIVISION OF CITY OF MUNTINLUPA



\_\_\_\_\_ ELEMENTARY SCHOOL

**Dinatutunayan nito na si**

*This certifies that*

\_\_\_\_\_ Learner Reference Number (LRN): 00000000000

*ay kasiya-siyang nakatupad sa mga kinakailangan sa Paaralang Elementarya na itinakda  
has satisfactorily completed the requirements for Elementary Schools as prescribed  
ng Kagawaran ng Edukasyon kaya pinagkalooban siya nitong  
by the Department of Education and is therefore awarded this*

**Katunayan**

CERTIFICATE

*Nilagdaan sa Lungsod ng Muntinlupa, Pilipinas, nitong ika - \_\_\_\_ ng Abril, 2017.*

*Signed at City of Muntinlupa, Philippines, on the \_\_\_\_ day of April, 2017.*

XXXX N. YYYY  
Punong - Guro  
Principal

MAURO C. DE GULAN, Ed. D.  
Pansangay na Tagapamanihala ng mga Paaralan  
Schools Division Superintendent



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DIVISION OF CITY OF MUNTINLUPA



\_\_\_\_\_ HIGH SCHOOL

**Pinatutunayan nito na si**

*This certifies that*

\_\_\_\_\_ Learner Reference Number (LRN): 00000000000

*ay kasiya-siyang nakatupad sa mga kinakailangan sa pagtatapos ng Junior High School na itinakda para sa*  
*has satisfactorily completed the requirements for Junior High Schools prescribed for*  
*Mataas na Paaralan ng Kagawaran ng Edukasyon kaya pinagkalooban siya nitong*  
*Secondary Schools of the Department of Education and is therefore awarded this*

**Katunayan**

CERTIFICATE

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