



Date: February 19, 2019

Division Memorandum
No. 143 s. 2019



**DISSEMINATION OF THE K TO 12 BASIC EDUCATION PROGRAM
END OF SCHOOL YEAR RITES SCHOOL YEAR 2018-2019**

To : **Curriculum and Implementation Division (CID) Personnel**
Schools Governance and Operation Division (SGOD) Personnel
Public and Private Elementary and Secondary School Heads
All Others Concerned
This Division

1. Pursuant to **DepEd Order No.002 S. 2019** entitled *School Year 2018-2019 K to 12 Basic Education Program End of School Year Rites*, the field is hereby enjoined to adhere on the stipulated provisions set forth on the aforesaid order during the conduct of the End-of- School Year (EOSY) Rites.
2. The 2019 ceremonies shall focus on the theme *Pagkakaisa sa Pagkakaiba-iba: Kalidad na Edukasyon para sa Lahat* (Unity in Diversity: Quality Education for All). Schools may translate the theme into their respective Mother Tongues.
3. As articulated in **Enclosure No. 2 of DepEd Order No. 25, s. 2018**, the EOSY rites should be scheduled not earlier than **April 1, 2019**, but not later than **April 5, 2019**. Schools with an extended SY shall be guided by their approved revised school calendar.
4. In line with the government's austerity program, DepEd reiterates the following policies:
 - a. Graduation rites should be simple but meaningful to encourage civil rights, a sense of community, and personal responsibility. Thus, these should be conducted without excessive spending, extravagant attire or extraordinary venue;
 - b. Moving Up or Completion Ceremonies should be simple, involving only the learners, their parents and the school;
 - c. Nonacademic 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; and
 - d. For public schools, expenses relative to the activity shall be charged to the school Maintenance and other Operating Expenses subject to the existing guidelines. **No DepEd personnel shall be allowed to collect any kind of contribution or fee for graduation/moving up/completion ceremony.**
5. The use of the enclosed **completion certificate and diploma templates** are required for public elementary and secondary schools.

6. Awarding of honors to learners from Grades 1 to 12 shall follow the guidelines in DO 36, s. 2016 entitled **Policy Guidelines on Awards and Recognition for the K to 12 Basic Education Program**.
7. Further, the EOSY rites and moving up or completion ceremony shall be conducted in an appropriate solemn ceremony befitting the learners and their parents and **shall not be used as political forum**. DepEd reiterates the strict compliance with DO 48 s. 2018 entitled **Prohibition of Electioneering and Partisan Political Activity**.
8. See the following attached enclosures:

Enclosure No.1 to DO No.002, s. 2019 - Sample Template for Kindergarten Certificate
Enclosure No.2 to DO No.002, s. 2019 – Sample Template for Grade 6 Elementary Certificate

Enclosure No.3 to DO No.002, s. 2019 - Sample Template for Grade 10 Certificate of Completion
Enclosure No.4 to DO No.002, s. 2019 – Sample Template for Grade 12 Diploma
9. School heads are required to secure a copy on the aforesaid mandate for further reference.
10. Immediate and widest dissemination of this Memorandum is directed.


JONATHAN S. DELA PEÑA, PhD, CESO V
Schools Division Superintendent

Reference: DepED Order 002, s. 2019

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

POLICY	CERTIFICATE	GRADUATION LEARNERS
BASIC EDUCATION	DIPLOMA	SCHOOLS

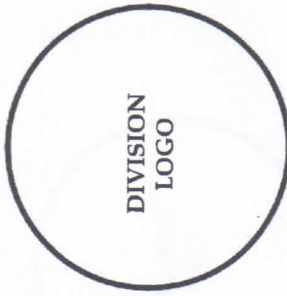
JTL/SGOD

(Enclosure No. 1 to DepEd Order No. 002, s. 2019)

SAMPLE TEMPLATE FOR KINDERGARTEN CERTIFICATE



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon
Department of Education



REHIYON XXX
REGION XXX

SANGAY NG XXXXXXXXXX
DIVISION OF XXXXXXXXXX

PUROK NG XXXXXXXX
DISTRICT OF

XXXXXX ELEMENTARY SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa Kurikulum ng Kindergarten na itinakda
has satisfactorily completed the requirements of the Kindergarten Curriculum as prescribed
ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
by the Department of Education and is therefore awarded this

KATUNAYAN CERTIFICATE

Nilagdaan sa XXXXXXXXX, Pilipinas nitong ika-___ ng Abril 2019.
Signed in XXXXXXXXX, Philippines on the ___th day of April 2019.

XXXXXXXXXXXX
Punongguro
Principal

XXXXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent

(Enclosure No. 2 to DepEd Order No. 002, s. 2019)

SAMPLE TEMPLATE FOR GRADE 6 ELEMENTARY CERTIFICATE



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon
Department of Education



REHIYON XXX
REGION XXX

SANGAY NG XXXXXXXX
DIVISION OF XXXXXXXX

PUROK NG XXXXXXXX
DISTRICT OF

XXXXXX ELEMENTARY SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxxxx

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

KATUNAYAN CERTIFICATE

Nilagdaan sa XXXXXXXXXX, Pilipinas nitong ika-___ ng Abril 2019.
Signed in XXXXXXXXX, Philippines on the ___th day of April 2019.

XXXXXXXXXX
Punongguro
Principal

XXXXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent

(Enclosure No. 3 to DepEd Order No. 002, s. 2019)

SAMPLE TEMPLATE FOR GRADE 10 CERTIFICATE OF COMPLETION



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon
Department of Education

REHIYON XXX
REGION XXX

SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXXX



XXXXXX HIGH SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa Kurikulum ng Junior High School na itinakda para sa
has satisfactorily completed the requirements of the Junior High School Curriculum 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

Nilagdaan sa Xxxxxxxxxx, Pilipinas nitong ika-___ ng Abril 2019.
Signed in Xxxxxxxxxx, Philippines on the ___th day of April 2019.

XXXXXXXXXXXX
Punongguro
Principal

XXXXXXXXXXXX

Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent

SAMPLE TEMPLATE FOR GRADE 12 DIPLOMA



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Edukasyon
Department of Education

REHIYON XXX
REGION XXX

SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXXX

XXXXXX HIGH SCHOOL

Pinatutunayan nito na si
This certifies that

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa pagtatapos ng Senior High School
has satisfactorily completed the requirements for graduation in Senior High School

TRACK

STRAND

na itinakda para sa Mataas na Paaralan ng Kagawaran ng Edukasyon, kaya pinagkalooan siya nitong
prescribed for Secondary Schools of the Department of Education and is therefore awarded this

KATIBAYAN
DIPLOMA

Nilagdaan sa XXXXXXXXX, Pilipinas nitong ika-____ ng Abril 2019.
Signed in XXXXXXXX, Philippines on the ____ day of April 2019.

XXXXXXXXXX
Punongguro
Principal

XXXXXXXXXX
Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent

