



June 21, 2016

DIVISION MEMORANDUM
No. 317, s. 2016

SUBMISSION OF THE LIST OF STUDENT ENROLEES IN THE TECHNICAL VOCATIONAL COURSES/STRANDS IN THE JUNIOR AND SENIOR HIGH SCHOOL

TO : Assistant Superintendents
Chief Education Program Supervisors
Education Program Supervisors/Coordinators
District Supervisors/OICs
Public Elementary & Secondary School Heads
Heads, Private Secondary Schools & HEIs

1. The Provincial Office of the Technical Education and Skills Development Authority (TESDA), Cebu City, in compliance with its mandate pursuant to Republic Act No. 7796 otherwise known as the TESDA Act of 1994, is requesting for the list of the junior and senior high school enrollees for SY 2016 – 2017 using the attached template.
2. All secondary school heads are directed to accomplish the template and submit immediately to the District Office for compilation and consolidation. Municipalities with two (2) districts, compilation and consolidation shall be handled by the District 1 Supervisor, however, District 2 Supervisor shall assist in ensuring prompt compliance and in ascertaining the completeness and accuracy of the report.
3. Accomplished templates and district consolidation shall be submitted to this Office through the promotional section c/o Mr. Isaiah T. Wagas, EPS/SHS Coordinator or Dr. Jose Garry M. Napoles, EPS II - Mobilization. Submit one (1) set of hard copy and a CD of soft copy.
4. Wide dissemination and strict compliance of this Memorandum is directed.


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Schools Division Superintendent

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