




SEP 06 2016

DIVISION MEMORANDUM
No. 529, S. 2016

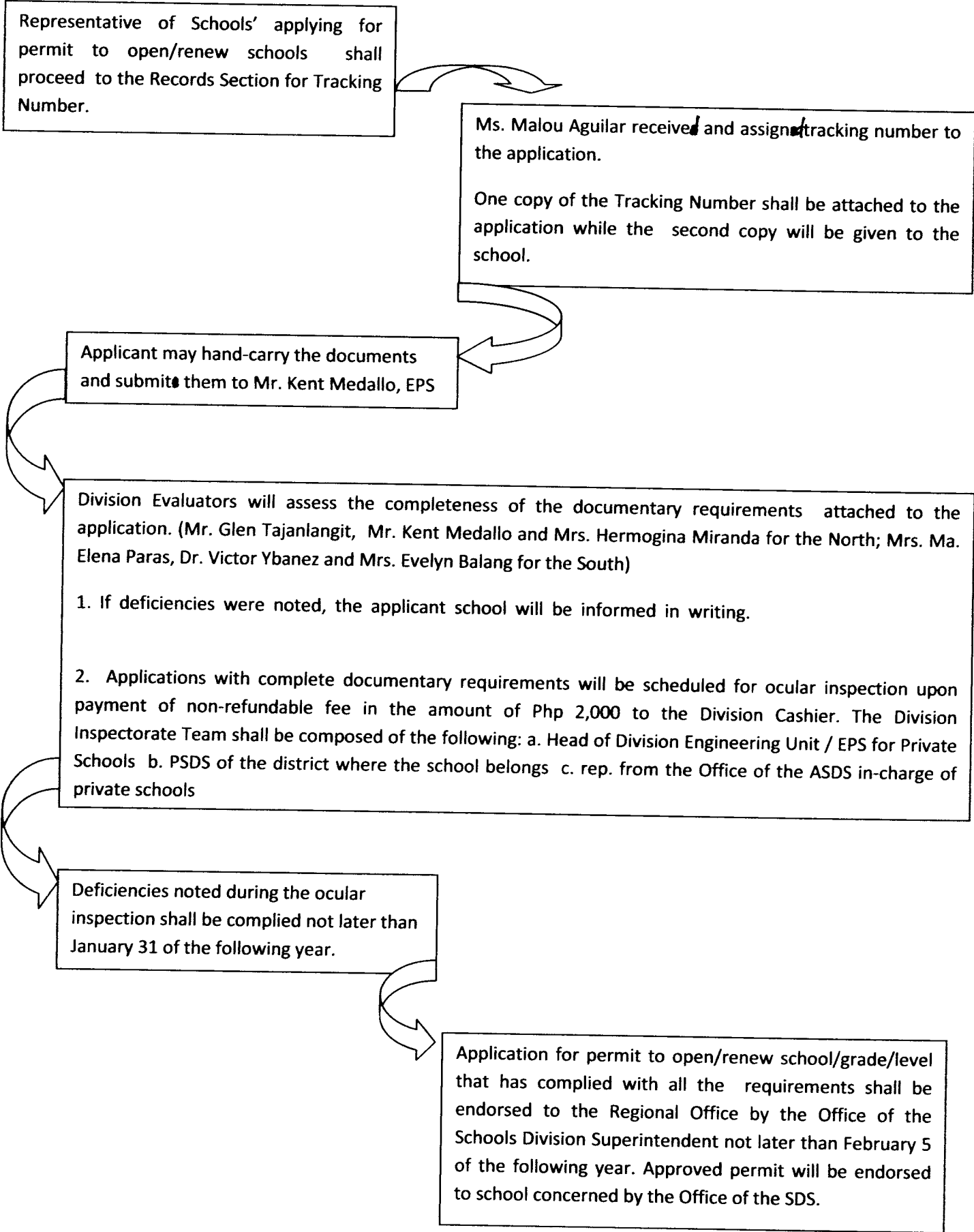
**WORK-FLOW IN THE EVALUATION OF REQUIREMENTS FOR APPLICATION FOR
AUTHORITY TO OPEN NEW SCHOOL OR OPERATE NEW COURSE / YEAR
LEVEL BY PRE-ELEMENTARY, ELEMENTARY AND SECONDARY
AND RENEWAL OF TEMPORARY PERMIT**

To: Assistant Superintendents
Education Program Supervisors/Coordinators
Public Schools District Supervisors/OIC's/Caretakers
Public Elementary and Secondary School Heads

1. Attached is the work-flow in the evaluation of requirements for application for authority to open new school, or operate new course/year level by pre-elementary, elementary and secondary and renewal of temporary permit, for the information of all concerned.
2. Immediate and wide dissemination of this Memorandum is directed.


RHEA MAR A. ANGTUD, ED.D., CESO VI
Schools Division Superintendent

PROPOSED WORK-FLOW IN THE EVALUATION OF REQUIREMENTS FOR APPLICATION FOR AUTHORITY TO OPEN NEW SCHOOL, OR OPERATE NEW COURSE/YEAR LEVEL BY PRE-ELEMENTARY, ELEMENTARY AND SECONDARY AND RENEWAL OF TEMPORARY PERMIT



Prepared by:

Roseller N. Gelig
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Approved:

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