



September 19, 2017

DIVISION MEMORANDUM
No. 612, s. 2017

**CHECKING AND SUBMISSION OF GRADE 10 STUDENT'S EVALUATION FORM 9
FOR BOTH PUBLIC AND PRIVATE SCHOOLS**

To: **Assistant Superintendents
Chiefs, CID and SGOD
Division Supervisors/Coordinators
District Supervisors/OICs
Secondary School Heads**

1. This Office announces the conduct of the **Checking and Submission of Grade 10 Student's Evaluation Form 9 for Both Public and Private Schools** in the months of October and November 2017.
2. School Guidance Coordinators and/or Grade 10 Class Advisers are advised to proceed to the district office on the date/s agreed on by the concerned evaluators and District Supervisors. They shall bring the following duly accomplished Grade 10 documents: Form 9 (Student's Evaluation Form), Form 1 (School Register), Form 137-A (Permanent Record), Form 138-A (School Report Card) and Master List of Candidates for Junior High School Completion by Section.
3. Only schools who will have submitted to the Division Office the compilation of the checked Form 9 shall be allowed to conduct the Moving Up Ceremony.
4. Please refer to Enclosure No. 1 for the Assignments of Evaluators; Enclosure No. 2 for the Summary Report of Candidates for Junior High School Completion template; and Enclosure No. 3 for the Form 9 template.
5. Traveling and other related expenses incurred during the conduct of the **Checking of Grade 10 Student's Evaluation Form 9** shall be chargeable against **Division Funds**, subject to the usual accounting and auditing rules and regulations.
6. This Memorandum also serves as Authority to Travel.
7. Immediate dissemination of and compliance with this Memorandum is directed.


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

**Assignments of Evaluators During the Checking of Grade 10 Student's Evaluation Form 9
for Both Public and Private Schools**

Team	Members/Evaluators	Districts
1	Pamela Rodemio - 09226512399 Hermogena Miranda - 09328583887 Socorro Relacion - 09324095918	Minglanilla 1
		Minglanilla 2
		San Fernando
		Sibonga
		Argao 1
		Argao 2
		Dalaguete 1
		Dalaguete 2
		Alcoy
		Boljoon
		Oslob
2	Novie Mangubat - 09424204348 Juvimar Montolo - 09434883508 Araceli Cabahug - 09773933594	Bantayan 1
		Bantayan 2
		Madridejos
		Santa Fe
		Daanbantayan 1
		Daanbantayan 2
		Medellin
		Borbon
		Tabogon
		San Remegio 1
		San Remegio 2
3	Rosemary Oliverio - 09436469913 Isaiash Wagas - 09158002390 Mary Ann Flores - 0932-8771798	San Francisco
		Tudela
		Poro
		Pilar
		Cordova
		Consolacion
		Liloan
		Compostela
		Carmen
		Catmon
		Sogod

4	Corazon Pumar - 09255966541 Evelyn Balang - 09163394601 Jane Gurrea - 09322615428	Santander
		Samboan
		Ginatilan
		Malabuyoc
		Alegria
		Badian
		Moalboal
		Alcantara
		Ronda
		Dumanjug 1
		Dumanjug 2
		5
Balamban 2		
Asturias		
Tuburan 1		
Tuburan 2		
Tabuelan		
Pinamungajan 1		
Pinamungajan 2		
Aloguinsan		
Barili 1		
Barili 2		

Enclosure No. 2 to Division Memorandum No. _____, s. 2017

**SUMMARY REPORT OF CANDIDATES FOR JUNIOR HIGH SCHOOL COMPLETION
SY 2017-2018**

Name of School: _____ Municipality: _____

(Please check.) Private: _____ Public: _____

Section	Enrolment (Based on SF1)	Total Number of Candidates for Junior High School Completion		Remarks
		No.	Percentage	

Prepared/Submitted by: _____
Principal/School Head

Date Submitted: _____

Verified by: _____
Checking Committee

Date Verified: _____

(Name of School)
(District/Municipality)
JUNIOR HIGH SCHOOL STUDENT'S EVALUATION FORM
(GRADE 10 COMPLETER- PUBLIC SCHOOLS)

Name: _____ Date of Birth: Year: _____ Month: _____ Day: _____ Sex: _____
Place of Birth: Province: _____ Town: _____ Barrio: _____
Parent or Guardian: _____ Occupation: _____
Address of Guardian: _____ Year: _____
Intermediate Course Completed (School): _____ General Average: _____
Address of Elementary School: _____
Total Number of Years in School of Complete Elementary Course: _____

Grade Level: _____ School Year: _____
School: _____
Address: _____

Subjects	Average	Action Taken
Filipino		
English		
Mathematics		
Science		
AralingPanlipunan (AP)		
EdukasyonsaPagpapakatao		
Technology and Livelihood Education (TLE)		
MAPEH		
Music		
Art		
PE		
Health		

Total Days of School: _____
Total Days Present: _____
Total Number of Years in School to Date: _____

Grade Level: _____ School Year: _____
School: _____
Address: _____

Subjects	Average	Action Taken
Filipino		
English		
Mathematics		
Science		
AralingPanlipunan (AP)		
EdukasyonsaPagpapakatao		
Technology and Livelihood Education (TLE)		
MAPEH		
Music		
Art		
PE		
Health		

Total Days of School: _____
Total Days Present: _____
Total Number of Years in School to Date: _____

SUMMARY OF SUBJECTS TAKEN

Subjects	REMARKS	
	COMPLETE Grade 7-10 (✓)	INCOMPLETE Grade Level/Subject (X)
Filipino		
English		
Mathematics		
Science		
AralingPanlipunan (AP)		
EdukasyonsaPagpapakatao (Esp)		
Technology & Livelihood Education (TLE)		
MAPEH		
Music		
Arts		
PE		
Health		

Grade Level: _____ School Year: _____
School: _____
Address: _____

Subjects	Average	Action Taken
Filipino		
English		
Mathematics		
Science		
AralingPanlipunan (AP)		
EdukasyonsaPagpapakatao		
Technology and Livelihood Education (TLE)		
MAPEH		
Music		
Art		
PE		
Health		

Total Days of School: _____
Total Days Present: _____
Total Number of Years in School to Date: _____

Grade Level: _____ School Year: _____
School: _____
Address: _____

Subjects	First Grading	Second Grading	Action Taken
Filipino			
English			
Mathematics			
Science			
AralingPanlipunan (AP)			
EdukasyonsaPagpapakatao			
Technology and Livelihood Education (TLE)			
MAPEH			
Music			
Art			
PE			
Health			

Total Days of School: _____
Total Days Present: _____
Total Number of Years in School to Date: _____

I hereby certify that this is a true record of _____ as per requirements. This certifies further that he/she completed the academic requirements of Junior High School and eligible for admission to Senior High School.

Date of Checking

Checked against Form 137-A

Principal

Public Schools District Supervisor

Division Personnel

(Name of School)
(District/Municipality)
JUNIOR HIGH SCHOOL STUDENT'S EVALUATION FORM
(GRADE 10 COMPLETER- PRIVATE SCHOOLS)

Name: _____ Date of Birth: Year: _____ Month: _____ Day: _____ Sex: _____
 Place of Birth: Province: _____ Town: _____ Barrio: _____
 Parent or Guardian: _____ Occupation: _____
 Address of Guardian: _____
 Intermediate Course Completed (School): _____ Year: _____
 Address of Elementary School: _____ General Average: _____
 Total Number of Years in School of Complete Elementary Course: _____

Grade Level: _____ School Year: _____
 School: _____
 Address: _____

Grade Level: _____ School Year: _____
 School: _____
 Address: _____

Subjects	Average	Action Taken
Filipino		
English		
Mathematics		
Science		
AralingPanlipunan (AP)		
EdukasyonsaPagpapakatao		
Technology and Livelihood Education (TLE)		
MAPEH		
Music		
Art		
PE		
Health		
Elective		

Total Days of School: _____
 Total Days Present: _____
 Total Number of Years in School to Date: _____

Subjects	Average	Action Taken
Filipino		
English		
Mathematics		
Science		
AralingPanlipunan (AP)		
EdukasyonsaPagpapakatao		
Technology and Livelihood Education (TLE)		
MAPEH		
Music		
Art		
PE		
Health		
Elective		

Total Days of School: _____
 Total Days Present: _____
 Total Number of Years in School to Date: _____

Grade Level: _____ School Year: _____
 School: _____
 Address: _____

Grade Level: _____ School Year: _____
 School: _____
 Address: _____

Subjects	Average	Action Taken
Filipino		
English		
Mathematics		
Science		
AralingPanlipunan (AP)		
EdukasyonsaPagpapakatao		
Technology and Livelihood Education (TLE)		
MAPEH		
Music		
Art		
PE		
Health		
Elective		

Total Days of School: _____
 Total Days Present: _____
 Total Number of Years in School to Date: _____

Subjects	First Grading	Second Grading	Action Taken
Filipino			
English			
Mathematics			
Science			
AralingPanlipunan (AP)			
EdukasyonsaPagpapakatao			
Technology and Livelihood Education (TLE)			
MAPEH			
Music			
Art			
PE			
Health			
Elective			

Total Days of School: _____
 Total Days Present: _____
 Total Number of Years in School to Date: _____

SUMMARY OF SUBJECTS TAKEN

Subjects	REMARKS	
	COMPLETE Grade 7-10 (√)	INCOMPLETE Grade Level/Subject (X)
Filipino		
English		
Mathematics		
Science		
AralingPanlipunan (AP)		
EdukasyonsaPagpapakatao (EsP)		
Technology & Livelihood Education (TLE)		
MAPEH		
Music		
Arts		
PE		
Health		

I hereby certify that this is a true record of _____ as per requirements. This certifies further that he/she completed the academic requirements of Junior High School and eligible for admission to Senior High School.

Date of Checking

Checked against Form 137-A

Principal

Public Schools District Supervisor

Division Personnel