



Department of Education
Region III
DIVISION OF ANGELES CITY

Jesus Street, PulungBulu, Angeles City
Tel. No. (045) 322-4702; /Fax Nos. (045) 322-4106



JUN 16 / 2016

By _____
DepEd Angeles City
Division Office

June 14, 2016

DIVISION MEMORANDUM
No. 138 S. 2016

SUBMISSION OF LIST OF TRANSFEREES FROM PRIVATE SCHOOLS

**TO: Public Elementary and Secondary School Heads/OICs
All other concerned**

1. All school heads are requested to submit a list of all transferees from private schools/Day Care Centers with the following information:
 - a. Complete Name
 - b. Grade Level
 - c. Name and Address of the Private School/Day Care Center (Barangay) where the pupil/student came from
2. The list of pupils/students are to be emailed to Ms. Marilou Q. Castro, Division Planning Officer III at mq_castro@yahoo.com on or before 5:00 p.m. of June 17, 2016. This is to validate if the private school have a Permit to Operate or Certificate of Recognition from the Department of Education.
3. For your information and compliance.


LEILANI SAMSON-CUNANAN, CESO VI
OIC-Schools Division Superintendent