

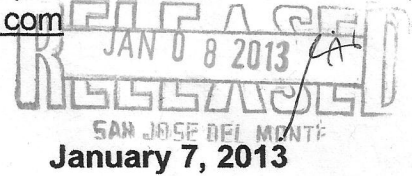


Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region III  
**DIVISION OF CITY SCHOOLS**  
City of San Jose del Monte



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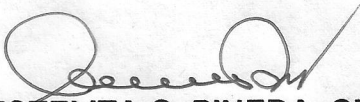
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**DIVISION MEMORANDUM**  
**NO. 3 S. 2013**

To: All Private School Administrators/ Principals

1. Please be informed that a meeting of all private school administrators/ principals will be held on **January 15, 2013, 2:00 P.M. at First City Providential College, Francisco Homes.**
2. The meeting aims to:
  - a. Update all private schools on the issues and concerns regarding their operation based on the latest Regional Order and Memoranda.
  - b. Discuss to school principals their preparations relative to the conduct of the National Achievement Test for 4<sup>th</sup> year and Grade 6.
  - c. Remind private schools on the following:
    - Permit to conduct summer classes
    - Special Order (S.O. for Graduating Students)
    - Accomplishment of Forms
    - Selection of Honor Students
3. Immediate and wide dissemination of the contents of this Memorandum is highly enjoined.

  
**ESTELITA G. PINEDA, CESO V**  
Schools Division Superintendent