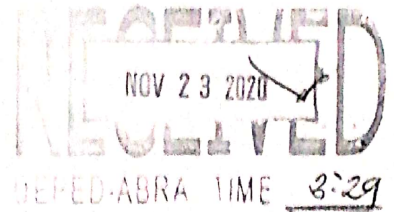




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**SCHOOLS DIVISION OFFICE OF ABRA**



Office of the Schools Division Superintendent

DIVISION MEMORANDUM  
No. 279 s. 2020

November 23, 2020

**SUBMISSION OF REQUIRED DOCUMENTS OF PRIVATE SCHOOLS REQUESTING OF PERMIT TO OPERATE FOR THE SY 2021-22 AND ESTABLISHMENT OF SCHOOLS, REQUESTING FOR THE CONVERSION OF ELEMENTARY TO INTEGRATED SCHOOLS OF PUBLIC SCHOOLS AND REQUESTING FOR ADDITIONAL SHS OFFERINGS**

**TO: Public Schools District Supervisor  
Private School Supervisor  
All Private School Heads/Administrators  
All Elementary School Heads  
All Secondary School Heads**

1. This is to announce the submission of the required documents of private schools requesting permit to operate for the School Year 2021-22, public schools requesting for Establishment of school, Conversion of elementary to Integrated school, and requesting for additional SHS offerings (public and private school).
2. Deadline of submission will be on or before December 15, 2020 at the SGOD-SMME through the Records Section. For more inquiry and clarification, please contact Lorna B. Llana, EdD, SEPS-SMME (09351698621).
3. Immediate dissemination of the Memorandum is highly appreciated.

**GLORIA B. BUYA-AO**  
Schools Division Superintendent



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