



Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
 SCHOOLS DIVISION OF NEGROS ORIENTAL

Office of the Schools Division
 Superintendent

13 JUL 2021

DIVISION MEMORANDUM
 No. 487, s. 2021

**CONDUCT OF REMEDIAL AND ADVANCEMENT CLASSES DURING SUMMER 2021 AND
 SUBMISSION OF REPORTS**

To: Assistant Schools Division Superintendents
 Chief, CID and SGOD
 Education Program Supervisors/ Division Coordinators
 Public Schools District Supervisors/ District In-Charge
 All Others Concerned

1. This office reminds all the Public Schools District Supervisors/In-Charge/Care Taker to closely monitor and provide technical assistance to all public and private elementary and secondary schools under their watch on adherence to DepEd Memorandum No. 036, 2021 titled **“Guidelines on the Conduct of Remedial and Advancement Classes During Summer 2021.”**
2. All the PSDSs are expected to submit to this office the list of schools offering 2021 remedial and advancement classes on or before July 19, 2021.
3. Please be guided on the different **DepEd Orders** stipulated in DepEd Memo # 36, s. 2021 as guides in the conduct of the remedial and advancement classes as well as the computation of grades.
4. The following are to be submitted to this office observing the dates specified:

Item	Date
1. Letter of Request to offer remedial or advancement classes	July 16, 2021
2. List of learners who will take up remedial or advancement classes	July 16, 2021
3. List of least mastered competencies of the learner on the subject area where he/she failed to be prepared by the subject are teacher	July 16, 2021
4. List of learning areas to be offered and schedule of classes approved by the SH	July 16, 2021
5. Written consent of parents/guardians of the learners	July 16, 2021
6. List of teachers and the subjects they will teach	July 16, 2021
7. Letter request for service credits of teachers to the SDS for approval (with DTRs and accomplishment reports)	Not later than ten days from the last day of summer class
8. Report on conduct of classes (Certificate of Recomputed Final Grade, Form 137 and SF 5)	-do-

5. Immediate and wide dissemination of this memorandum is desired.

Senen Priscillo P. Paulin
SENEN PRISCILLO P. PAULIN, CESO V
 Schools Division Superintendent