



Republic of the Philippines  
**Department of Education**  
REGION II - CAGAYAN VALLEY  
SCHOOLS DIVISION OF BATANES

January 7, 2025

**DIVISION MEMORANDUM**  
No. **002**, s. 2025

**ONLINE UPDATING OF STATUS OF SENIOR HIGH SCHOOL LEARNERS IN THE  
LEARNER INFORMATION SYSTEM (LIS) FOR THE FIRST SEMESTER &  
ENROLMENT FOR SECOND SEMESTER, SY2024-2025**

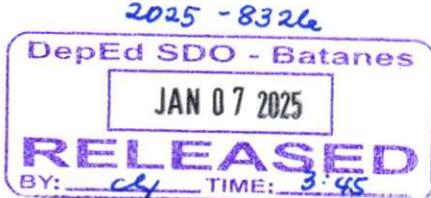
To : Assistant Schools Division Superintendent  
All Elementary & Secondary School Heads/School Incharge  
President/Registrar, St. Dominic College of Batanes, Inc.  
Division Planning Officer

1. To maintain accurate and up-to-date information on learners' basic profile and enrolment status, this Office requires all secondary schools offering senior high school to update the status of learners for the first semester and likewise enrol the learners for the second semester through the LIS platform until **January 24, 2025**.
2. The School Governance and Operations Division, through the Division Planning Officer, shall closely monitor and directly provide necessary technical assistance to the secondary schools to ensure compliance to guidelines. Particular attention must be given to schools with no access to internet connectivity.
3. Immediate dissemination and strict compliance with this Memorandum to all concerned is desired.

**ALFREDO B. GUMARU JR. EdD, CESO V**  
Schools Division Superintendent

For the Schools Division Superintendent

*Virginia A. Vinalay*  
**VIRGINIA A. VINALAY**  
Administrative Officer V  
Officer-in-Charge



Encl:

Reference: DepEd Order No. 3, s.2018

To be indicated in the Perpetual Index

Under the following subjects:

**ENROLLMENT**

**LEARNERS**

**BASIC EDUCATION**

SGOD/myn/orc/SHS\_UPDATING\_1ST\_SEM  
January 7, 2025



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