



Republic of the Philippines  
**Department of Education**  
REGION III  
**SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY**

**SDO CSJDM  
RELEASED**

**March 28, 2021**

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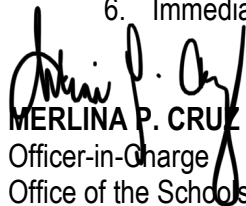
March 28, 2021

SCHOOLS DIVISION MEMORANDUM  
No. 115, s. 2021

INTERIM GUIDELINES ON THE PREPARATION, SUBMISSION AND  
CHECKING OF SCHOOL FORMS FOR THE SCHOOL YEAR 2020-2021

To: Chief Education Supervisors  
Public and Private Elementary and Secondary Schoolheads  
All Others Concerned

1. DepEd Memorandum No. 014, s. 2021 amends certain provisions of DepEd Order Nos. 04, s. 2014 and 58, s. 2017 to reflect the requirements of distance learning modalities in school forms, as well as to ensure the collection of necessary data for evidence-based decision-making for School Year (SY) 2020-2021.
2. Amendments are adopted for School Form 1 (SF1), School Form 2 (SF2), School Form 3 (SF3), School Form 4 (SF4), School Form 8 (SF8), School Form 9 (SF9) and School Form 10 (SF10). The Department shall issue further instructions in accomplishing School Form 5 (SF5) and School Form 6 (SF6) at the end of the school year. Attention is invited to Item 2b regarding Checking of School Forms.
3. ROs, SDOs and schools are discouraged to introduce localized forms that only duplicate data in the nationally issued forms.
4. Said Memorandum is applicable only for SY 2020-2021, unless otherwise extended.
5. Schoolheads are instructed to download/secure a copy of DM 014, s. 2021 for details.
6. Immediate and wide dissemination of this Memorandum is highly encouraged.

  
MERLINA P. CRUZ PhD, CESO VI  
Officer-in-Charge  
Office of the Schools Division Superintendent

***“Malasakit. Bayanihan. San Joseño.  
We heal as one. We rise as one!”***

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