

Republika ng Pilipinas
(Republic of the Philippines)
KAGANGALAN NG EDUKASYON AT KULTURA
(DEPARTMENT OF EDUCATION AND CULTURE)
Manila

May 25, 1976

DEPARTMENT MEMORANDUM
No. 141, s. 1976

GUIDELINES FOR ENROLLMENT AND ORGANIZATION OF CLASSES
IN ELEMENTARY GRADES

To the: Regional Directors
Regional Directors
School Superintendents

1. The following guidelines shall be observed in the opening of classes for the school year 1976-1977:

- a. Classes in all schools, public and private, shall open on June 7, 1976. The period from May 31 to June 5 will be devoted to the organization of classes.
- b. The entrance age of elementary school pupils is seven years. Children who will be seven years old during the first semester of the school year 1976-1977 are qualified to enroll in school.
- c. The presentation of a birth certificate shall be required upon enrollment in Grade I in all schools, public and private, pursuant to the provisions of Section 3 of Presidential Decree No. 601, as follows:

Sec. 3. Requirement of birth registration as a pre-requisite to school enrollment and allowance of tax exemption - Hereafter, and beginning with the school year 1975, the presentation of a birth certificate shall be a pre-requisite to enrollment in the first grade in all public and private schools in the country and allowance of tax exemption for dependents under the National Internal Revenue Code.

- d. No child who meets the admission requirements shall be refused enrollment in public elementary schools.

In this connection, the following measures may be taken:

- (1) Limit as may be 40 or more pupils per class.
 - (2) Use the 4-3 or even the 1-1 plan in the intermediate grades.
 - (3) Resort to multiple classes under one teacher whenever necessary.
- c. As far as practicable, the scheduling of classes and the class program planning should conform to the provisions of Department Order No. 10, s. 1973. In case of shortage of classrooms, the two-shift plan may be resorted to, whereby one classroom is used by one class in the morning and by another class in the afternoon.
- d. School boards are enjoined to be more judicious in the creation of extension positions. Requests for extension positions will be entertained subject to observance of the guidelines and pertinent provisions of the rules and regulations for the implementation of E. A. No. 5447.

2. It is desired that this Department Memorandum be given immediate, wide publicity.

(SGD.) JUAN L. SANTILLAN
Secretary of Education and Culture

References:

Department Order: (No. 10, s. 1973)
Department Memorandum: No. 66, s. 1975

Attachment: 1-2-4--(D.O. 1-6)

To be indicated in the Periodical Index
under the following subjects:

ADMISSION or ENROLLMENT
CLASSES
Course of Study, INTERMEDIATE
RULES & REGULATIONS
TEACHERS