



Republic of the Philippines
Department of Education
 Region X
SCHOOLS DIVISION OF TANGUB CITY

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 DepEd DIVISION OF TANGUB CITY
 CITY OF TANGUB
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DIVISION MEMORANDUM

No. 102, 2025

ACTION ON CHANGE REQUESTS IN THE LEARNER INFORMATION SYSTEM (LIS)

To: Chiefs, CID and SGOD
 Education Program Supervisors
 District In-Charge
 Principals, Head Teachers, Teachers-In-Charge
 Public and Private Schools
 This Division

1. School Year (SY) 2024-2025 is coming to close but there are still change requests in the Learner Information System (LIS) that cannot be acted upon due to lacking documentation to support such requests.
2. Hence, the following School Heads are reminded to email the supporting documents on or before Friday, March 14, 2025, to dorothy.neri@deped.gov.ph

School Head	School	Type of Change Requests	Number of Change Requests
Nonito G. Banawan	Sumirap CS	Enrolment of Ineligible	1
Junnifer G. Gutang	Tangub City CS	LRN Request	10
		Enrolment of Ineligible	9
Roland S. Gomez	Maquillao IS	Enrolment with gap	2
Christy P. Enoc	Tangub City NHS	Enrolment with gap	9
Nildie A. Malabosa	Maloro IS	Enrolment with gap	14

3. Failure to submit the necessary documentation on these requests will result in disapproval.
4. Immediate dissemination of and strict compliance with this Memorandum is directed.

SHAMBAEH A. ABANTAS USMAN, PhD, CESO VI
 Schools Division Superintendent

SAU/DPN – Action on Change Requests in the Learner Information System
 March 12, 2025



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