



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN


DIVISION MEMORANDUM
No. 312, s. 2025

JUL 30 2025

**SUBMISSION OF PRIVATE SCHOOLS' CLASS PROGRAM AND
TEACHER'S SCHEDULE, SY 2025- 2026**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Private School Administrators and Principals
All Others Concerned

1. This Office informs all private schools of the submission of the hard copy of class program and teacher's schedule on **August 6, 2025** at the Records Section of the Schools Division Office of Bataan, Kabukiran, Calaylayan, Bataan.
2. Sample template of class program and teacher's schedule shall be shared to the private school principals by Mar-Elen Fe G. Renosa, EPS- SGOD and Private Schools Focal Person.
3. Private schools with special programs, modification of curriculum and inclusion of subjects need to attach copy of their approved permit.
4. Wide dissemination of and compliance with this Memorandum are enjoined.


CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent

Encls.: As stated
Reference: D0 10, s. 2024

To be indicated in the Perpetual Index
under the following subjects:
CLASS PROGRAM CURRICULUM PRIVATE SCHOOLS

SO2/jtg
July 29, 2025