



Republic of the Philippines  
**Department of Education**

15 FEB 2016

DepEd ORDER  
No. 7, s. 2016

**SCHOOL YEAR (SY) 2015-2016 END OF SCHOOL YEAR RITES**

To: Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public and Private Elementary and Secondary Schools Heads  
All Others Concerned

1. For School Year (SY) 2015-2016, the Department of Education (DepEd) announces the conduct of the following **End of School Year Rites**:

<b>Grade/Level</b>	<b>Ceremony</b>	<b>Proof of Completion</b>
Grade 6 learners who will complete Elementary education	Graduation	Elementary Certificate (Enclosure No. 1)
Grade 10 learners who will complete Junior High School	Moving Up or Completion	Junior High School Certificate (Enclosure No. 2)
Grade 12 learners from: a. Schools with DepEd-approved K to 12 transition plan b. Schools with a permit to operate SHS starting in SY 2014 c. International schools with K to 12 Program	Graduation	High School Diploma (Enclosure No. 3)

2. The 2016 ceremonies shall focus on the theme *Kabataang Mula sa K to 12, Tagapagdala ng Kaunlaran sa Bansang Pilipinas*. This theme focuses on the K to 12 Basic Education Program as a transformative vehicle for local and national development. Through the provision of quality education, the K to 12 Basic Education Program develops and harnesses the skills and competencies of the Filipino youth that will lead to human and community development.

3. The graduation rites should be scheduled on or before **April 1, 2016**. For schools divisions or regions with an extended school year, schools will have to be guided by their approved revised school calendar.

4. In line with the government's austerity program, the DepEd reiterates the following policies:

- a. Graduation rites should be simple but meaningful affairs which encourage civil rights, a sense of community, and personal responsibility. While these rites mark a milestone in the life of the learners, these should be conducted without excessive spending, extravagant attire, or extraordinary venue;
- b. Moving Up or Closing ceremonies should be simple, involving only the learners, their parents and the school; and
- c. Nonacademic projects such as attendance to field trips, film showing, junior-senior promenade and other school events should not be imposed as requirements for graduation or completion.

Public Schools only

- d. Expenses relative to the activity should be charged to the school Maintenance and Other Operating Expenses under the 2016 Budget;
  - e. Any DepEd personnel should **not be allowed to collect any graduation/moving up/closing ceremony fees or any kind of contribution;**
  - f. Parent-Teachers Association may give donations in cash or in kind; and
  - g. Contribution for the annual yearbook, if any, should be on a voluntary basis.
5. Further, the end of school year rites should be an appropriate and solemn ceremony befitting the learners and their parents and **shall not be used as a political forum.**
6. Immediate dissemination of and strict compliance with this Order is directed.

  
**BR. ARMIN A. LUISTRO FSC**  
Secretary

Encls.;  
As stated

Reference:  
DepEd Order (No. 3, s. 2015)

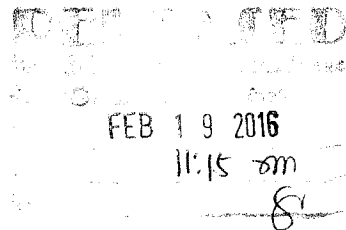
To be indicated in the Perpetual Index  
under the following subjects:

GRADUATION  
LEARNERS  
POLICY  
SCHOOLS

SMA, DO SY 2015-2016 End-of-School Year Rites  
0119, February 9/11/12, 2016




Republic of the Philippines  
Department of Education  
Region VI (Bicol)  
**DIVISION OF CATANDUANES**  
Virac, Catanduanes  
Email Add: catanduanes@deped.gov.ph  
Website: www.deped.gov.ph



February 19, 2016

To: **Elementary and Secondary School Heads**

For information and dissemination.

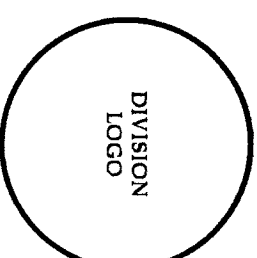
  
**SOCORRO V. DELA ROSA, CESO VI**  
Schools Division Superintendent

**SAMPLE TEMPLATE FOR GRADE 6 ELEMENTARY CERTIFICATE**



Republika ng Pilipinas  
Kagawaran ng Edukasyon

REHIYON XXX  
SANGAY NG XXXXXXXXX  
PUBROK NG XXXXXX



XXXXXX ELEMENTARY SCHOOL

Pinatutunayan nito na si

**JUAN A. DELA CRUZ**

Learner Reference Number (LRN): xxxxxxxxxxxx

ay kasiya-siyang nakatapos ng Kurikulum sa Elementarya na tinakda para sa  
Paaralang Elementarya ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong

**KATUNAYAN**

Nilagdaan sa XXXXXXXXXXXX, Pilipinas nitong ika-1 ng Abril 2016.

XXXXXXXXXXXX

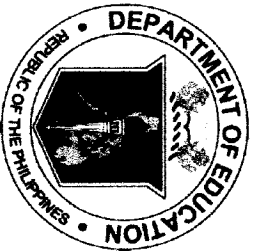
Punong-Guro

XXXXXXXXXXXX

Pansangay na Tagapamanihala ng mga Paaralan

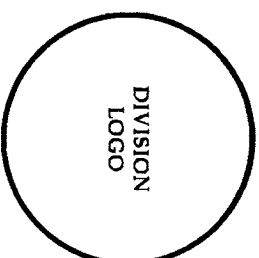
(Enclosure No. 1B to DepEd Order No. 7, s. 2016)

**SAMPLE TEMPLATE FOR GRADE 6 ELEMENTARY CERTIFICATE (For use only upon request)**



Republic of the Philippines  
Department of Education

REGION XXX  
DIVISION OF XXXXXXXXX  
XXXXXX DISTRICT



XXXXXX ELEMENTARY SCHOOL

This certifies that

**JUAN A. DELA CRUZ**

Learner Reference Number (LRN): xxxxxxxxxxxxxx

has satisfactorily completed the Elementary Curriculum as prescribed for  
Elementary School by the Department of Education and is therefore awarded this

**CERTIFICATE**

Signed in XXXXXXXXXXXX, Philippines on the 1<sup>st</sup> day of April 2016.

XXXXXXXXXXXXX  
School Principal

XXXXXXXXXXXXX  
Schools Division Superintendent

**SAMPLE TEMPLATE FOR GRADE 10 CERTIFICATE OF COMPLETION**



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**

REHIYON XXX  
SANGAY NG XXXXXXXXX

XXXXXX HIGH SCHOOL

Pinatutunayan nito na si

**JUAN A. DELA CRUZ**

Learner Reference Number (LRN): xxxxxxxxxxxxxx

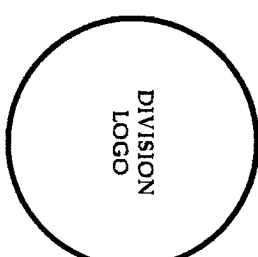
ay kasiya-siyang nakatupad sa mga kinakailangan sa pagtatapos sa Junior High School na itinakda para sa  
Mataas na Paaralan ng Republika ng Pilipinas, kaya siya'y karapat-dapat tumanggap nitong

**KATUNAYAN**

Nilagdaan sa XXXXXXXXXX, Pilipinas nitong ika-1 ng Abril 2016.

XXXXXXXXXXXXX  
Punong-Guro

XXXXXXXXXXXXX  
Pansangay na Tagapamanihala ng mga Paaralan



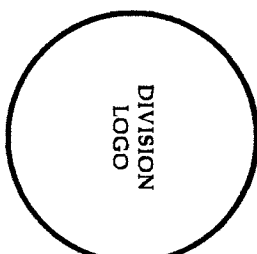
**SAMPLE TEMPLATE FOR GRADE 10 CERTIFICATE OF COMPLETION (For use only upon request)**



Republic of the Philippines  
Department of Education

REGION XXX  
DIVISION OF XXXXXXXXX

XXXXXX HIGH SCHOOL



This certifies that

**JUAN A. DELA CRUZ**

Learner Reference Number (LRN): xxxxxxxxxxxxxx

has satisfactorily completed the requirements of Junior High School prescribed for Secondary Schools of the Republic of the Philippines, and is therefore entitled to this

***CERTIFICATE***

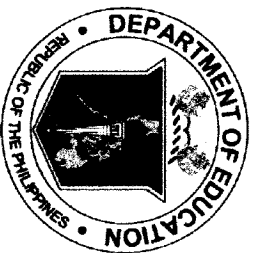
Signed in XXXXXXXXXXXX, Philippines on the 1<sup>st</sup> day of April 2016.

XXXXXXXXXXXXXX  
School Principal

XXXXXXXXXXXXXX  
Schools Division Superintendent

(Enclosure No. 2B to DepEd Order No. 7, s. 2016)

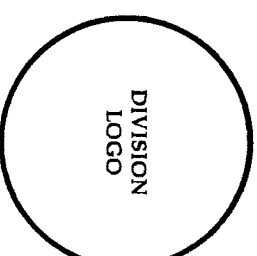
**SAMPLE TEMPLATE FOR GRADE 10 CERTIFICATE OF COMPLETION (For use only upon request)**



Republic of the Philippines  
Department of Education

REGION XXX  
DIVISION OF XXXXXXXXX

XXXXXXXX HIGH SCHOOL



This certifies that

**JUAN A. DELA CRUZ**

Learner Reference Number (LRN): xxxxxxxxxxxxxx

has satisfactorily completed the requirements of Junior High School prescribed for Secondary Schools of the Republic of the Philippines, and is therefore entitled to this

***CERTIFICATE***

Signed in XXXXXXXXXXXX, Philippines on the 1<sup>st</sup> day of April 2016.

XXXXXXXXXXXXXX  
School Principal

XXXXXXXXXXXXXX  
Schools Division Superintendent

**SAMPLE TEMPLATE FOR GRADE 12 DIPLOMA**



Republika ng Pilipinas  
Kagawaran ng Edukasyon

REHIYON XXX  
SANGAY NG XXXXXXXXX

XXXXXX HIGH SCHOOL

Pinatutunayan nito na si

**JUAN A. DELA CRUZ**

Learner Reference Number (LRN): xxxxxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa pagtatapos ng Senior High School

**XXXXXXXXXX Strand**

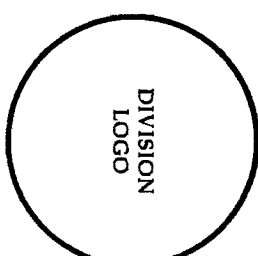
sa Mataas na Paaralan ng Republika ng Pilipinas, kaya siya'y karapat-dapat tumanggap nitong

**KATIBAYAN**

Nilagdaan sa XXXXXXXXXX, Pilipinas nitong ika-1 ng Abril 2016.

XXXXXXXXXXXXXX  
Punong-Guro

XXXXXXXXXXXXXX  
Pansangay na Tagapamanihala ng mga Paaralan





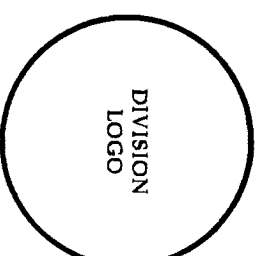
**SAMPLE TEMPLATE FOR GRADE 12 DIPLOMA (For use only upon request)**



Republic of the Philippines  
Department of Education

REGION XXX  
DIVISION OF XXXXXXXXXX

XXXXXX HIGH SCHOOL



This certifies that

**JUAN A. DELA CRUZ**

Learner Reference Number (LRN): xxxxxxxxxxxxxx

has satisfactorily completed the requirements for graduation in Senior High School

**XXXXXXXXXXXX Strand**

in Secondary Schools of the Republic of the Philippines, and is therefore entitled to this

**DIPLOMA**

Signed in XXXXXXXXXX, Philippines on the 1<sup>st</sup> day of April 2016.

XXXXXXXXXXXXX  
School Principal

XXXXXXXXXXXXX  
Schools Division Superintendent