



Republic of the Philippines

Department of Education

REGIONAL OFFICE IX, ZAMBOANGA PENINSULA

EVALUATION TOOL FOR OPENING OF NEW SENIOR HIGH SCHOOL (Based on DepEd Order No. 51, s.2015)

School : _____
 Division : _____ School Head: _____
 Purposed Offering (Track & Specialization) : _____

Required Documents/Information	Submitted	Remarks
1. Letter of Intent from the School Head addresses to SDS citing the following conditions: 1. The schools will serve the remote or under-serve communities. 2. Will not require additional resources in SY 2018 and SY 2019, and 3. Are ready to offer Grade 111 and 12 for this cohort and next without the additional resources.		
2. Certification signed by SDS stating that no public is offering the same SHS Track/s within the catchment area; Justification by the SDS in case the school will offer the same SHS track.		
3. Certification signed by the School Head, duly attested by the SDS in the excess classrooms, tables, chairs, and other resources to be used in the implementation of SHS program.		
4. Implementation Plan for SHS Program covering five (5) yrs		
5. Certification from the SDS that the track/s and strand/s to be offered are aligned with the Local Development Plans, as evident in the list provided by City/municipal Mayor, and are decided upon by SDS, Division Planning Officer, and the School Head concerned.		
6. School Site Development Plan to included proposed buildings, as needed.		
7. List of track/s and strand/s to be offered, duly signed by the SDS, Division PO and school Head. SHS offering/s must be based on survey results.		
8. List of Teachers to handle SHS classes with qualification documents.		
9. Basis for decision of proposed SHS program offerings-based/supported by the following: Results of Community-Industry assessment, Students & Parents' Survey, SHS Early Resignation, etc.		
10. For School to offer TVL specializations; 1. <i>Proposed TVL specialization are related combinations;</i> 2. <i>The subject slots for all specialization in a combination total to 8 subject slots.</i>		



region9@deped.gov.ph
 (062) 945-3329 | 09482076710 | 09152475207
 www.depedro9.info | www.ro9-deped.com
 www.facebook.com/DEPEDREGION9
 Pres. Corazon C. Aquino Regional Government Center, Balintawak, Pagadian City, 7016

Doc. Ref. Code	RO-QAD-F012	Rev	00
Effectivity	12.13.2023	Page	1 of 2



Certificate No. PHP-QMS 24 83 0187



Republic of the Philippines

Department of Education

REGIONAL OFFICE IX, ZAMBOANGA PENINSULA

3. List of partners for immersion: what program, resources offered, slots, schedule, gains from partnership, estimated cost.		
11. Map drawn to scale showing the vacant lot where the proposed SHS building be constructed, signed by the school head, duly attested by the SDS and municipal Engineer/Site development plan.		
12. List of perspective enrollees in SHS per track and strand, indicating their names, LRN, ages and addresses.		
13. Inventory of school prepared by the school's property custodian, as validated by the SDS.		
14. MOA executed between the SDS and the partner entity enumerating the roles of both parties.		
15. Proposed Class Program		
16. Immersion development program		

- Note:
- a. Please indicate N/A if not applicable.
 - b. Documents submitted should be in 2 sets, placed in separate folder arranged based on the list.
 - c. To facilitate evaluation, please do not include other documents not listed above.

Evaluated by:

Concurred by:

Chief, QAD