



Republic of the Philippines
Department of Education
 REGIONAL OFFICE IX, ZAMBOANGA PENINSULA

REQUIREMENTS FOR THE RENAMING/RECONSTRUCTION OF GOVERNMENT PERMIT/RECOGNITION

Division : _____
 School : _____
 Address : _____

Documents	Complied	Not Complied	Remarks
1. Letter of Intent/Request			
2. Latest SEC Registration_____			
3. Photocopy of the Permit to Operate/Government Recognition			
4. Board Resolution for Change of School Name			
5. Endorsement of the Division Office			

Date: _____

Remarks : _____

Processed and Validated by:

Concurred by:

 Evaluator (Signature Over Printed Name)

LUCMAN L. MANUPAC, EdD
 Chief , QAD



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