



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
 Capitol Drive, Estaka, Dipolog City 7100

RELEASED

08 JUN 2016

NAME/SIGNATURE

DIVISION MEMORANDUMNO. 201, s. 2016

TO : **Public Schools District Supervisors**
School Heads, Elementary and Secondary Schools
Elementary and Secondary School Teachers
Non-Teaching Personnel
 This Division

FROM : **NATIVIDAD P. BAYUBAY, CESO VI**
 Officer In-Charge *DN-6/7/16*
 Office of the Schools Division Superintendent

SUBJECT : **REGULATIONS ON OUTSIDE STUDY OF TEACHERS**

DATE : **June 7, 2016**

In view on the process of the application for permit to study, DepEd Order No. 65, s. 1985 *Amendment to B.P.S. Circular No. 17, s. 1960 "Regulations on Outside Study of Teachers"* Paragraph 1 (a) is revised as follows:

" a. On the certification of his immediate supervisor or superior that he is doing satisfactory work with an efficiency rating of satisfactory or higher, the teacher desiring to engage in outside study may be given permission (when this is sought) to do so, until he completes the curriculum towards a degree. He does not need to file a request for permission every semester."

However, it is expected that a teacher/ non- teaching personnel should submit an application form **once a year**, preferably a month before the First Semester of a School Year, for compliance to DepEd Order No. 65, s. 1985.

Attached is the revised application form for permit to study.

For information and compliance.



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