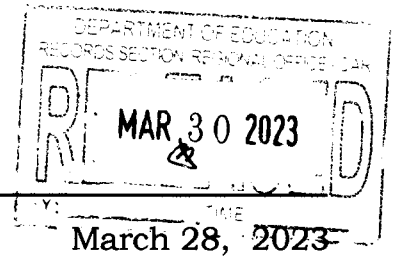




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION



**REGIONAL MEMORANDUM**  
No. 157.2023

**ADDENDUM TO REGIONAL MEMORANDUM NO. 067, S. 2023 ON  
SCHOOLS APPLYING FOR HOMESCHOOLING PROGRAM**

To: Assistant. Regional Director  
Schools Division Superintendents  
Private School Heads and Administrators  
All Others Concerned

1. Addendum to Regional Memorandum No. 067, s. 2023 on the **Reiteration of the issuance of DepEd Order No. 001. S. 2022, Revised Policy Guidelines on Homeschooling Program** as an Alternative Delivery Mode (ADM) for both public and recognized private school for both elementary and secondary schools effective School Year (SY) 2022-2023.
2. Anent to this, the Schools Division Offices shall ensure the compliance of the public and recognized private schools applying for Homeschooling program on the required documents before endorsing to the Regional Office.
3. The Regional Office through the Quality Assurance Division shall process the grant of Authorization for public schools and Permit to recognized private schools to offer Homeschooling Program as an ADM.
3. Enclosure No 1 and 2 shall be used as assessment checklist for schools applying for homeschooling.
3. For information guidance and compliance.

  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
Director IV/Regional Director



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION

**Enclosure No 1 to RM No 157.2020**

<b>ASSESSMENT CHECKLIST FOR PUBLIC SCHOOLS' APPLICATION TO OFFER HOMESCHOOLING PROGRAM PER DO No. 01, s. 2022</b>				
<i>(To be accomplished and reviewed by the RO/SDO Personnel In-charge for Homeschooling)</i>				
Name of School:		School Address		
SDO:		School Address		
Name of School Head:		Contact Info:		
<b>REQUIREMENTS</b>		<b>COMPLETE</b>		<b>REMARKS</b> (findings/ recommendations)
<i>(Check "YES" if the required document is available with complete and correct contents while "NO" if the document is not available or with incorrect or incomplete entries and indicate findings and or recommendations in column provided for REMARKS.</i>		<b>YES</b>	<b>NO</b>	
1	Letter of Intent from the School Head addressed to the Office of the Regional Director through the office of the Schools Division Superintendent <b>(Sec. VI.13)</b> . <b>***Endorsed by the SDS</b>			
2	School Implementation Plan (including targets; activities and timelines; responsible persons e.g. School head, Homeschool coordinator, Homeschool Teacher-Adviser, parent/guardian, learners, etc.; materials, equipment and facilities needed; and other components) <b>(Sec. VI.13)</b>			
3	Training Plan for parents on curriculum, instruction and assessment and providing assistance to learners enrolled in Homeschooling program <b>(Sec. VI.13)</b>			
4	Certification that the school has available learning materials, equipment, devices, and facilities such as science laboratories in the school that can be used by the learners in case these are not available at home. <b>(Sec. VI.5.h, VI.11)</b>			
5	Certification that there is an available school personnel who will be designated as a homeschool coordinator once the application is approved. <b>(Sec. VI.5.j and VII.D.2)</b>			
6	Certification that there are available partner-institutions that will accommodate the homeschool learner for work immersion ) <b>(Sec. VI.12)</b> <b>*** for senior high school only.</b>			

General Recommendations (check appropriately)

	Complete Documents: for endorsement and approval.
	Incomplete Documents: endorsed without favorable action pending compliance/submission of the lacking document/s based on findings )

<p><b>Assessed by:</b> <i>(Printed Name with signature above the Name of Personnel In-charge for assessing Homeschooling)</i></p> <p><b>Position:</b></p> <p><b>Date Assessed</b></p>	<p><b>Reviewed by:</b> <i>Printed name with signature above of the Division Chief/OIC Chief</i></p> <p><b>Position</b></p> <p><b>Date Reviewed:</b></p>
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QAD/CDBJr./abc



**Address:** Wangal, La Trinidad, Benguet  
**Telephone No.:** (074) 422-1318  
**Email:** car@deped.gov.ph

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Enclosure No. 2 to RM No. 100-100-0000

**ASSESSMENT CHECKLIST FOR PRIVATE SCHOOLS' APPLICATION TO  
 OFFER HOMESCHOOLING PROGRAM PER DO No. 01, s. 2022**  
*(To be accomplished and reviewed by the RO/SDO Personnel In-charge for Homeschooling)*

<b>Name of School based on SEC:</b>				
<b>SDO:</b>		<b>School Address:</b>		
<b>Name of School Head:</b>			<b>Contact Info:</b>	
<b>REQUIREMENTS</b>				
<i>(Check "YES" if the required document is available with complete and correct contents while "NO" if the document is not available or with incorrect or incomplete entries and indicate findings and or recommendations in column provided for REMARKS.</i>				
			<b>COMPLETE</b>	
			<b>YES</b>	<b>NO</b>
			<b>REMARKS</b> (findings/ recommend ations)	
1	Letter of Intent from the School Head addressed to the Office of the Regional Director through the office of the Schools Division Superintendent <b>(Sec. VI.15)</b> . <b>*** endorsed by the SDS.</b>			
2	Clear photocopy of the Government Recognition <b>(Sec. VI.15)</b>			
3	Original copy of the Bord Resolution to offer Homeschooling Program as an ADM <b>(Sec. VI.15.a)</b>			
4	Copy of Homeschooling Program Manual, which includes but not limited to a discussion of the program standards: program management, curriculum, instruction, assessment, among others; <b>(Sec. VI.15.b)</b>			
5	Homeschool Organizational Chart (which shall include the homeschool coordinator) with the corresponding roles and responsibilities of each member; <b>(Sec. VI.15.c)</b>			
6	Certification of availability of learning resources aligned with the K to 12 Curriculum <b>(Sec. VI.15.d)</b>			
7	Orientation/Training Plan for parents/guardians <b>(Sec. VI.5.e)</b>			
8	Annual Homeschooling Program Calendar <b>(Sec. VI.5.f)</b>			
9	Schedule of tuition and other fees for the Homeschooling program <b>(Sec. VI.5.g)</b>			

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10	Certification that there are available partner-institutions that will accommodate the homeschool learner for work immersion <b>(Sec. VI.12)</b> <i>*** for senior high school only.</i>			****(indicate N/A if not offering senior high school)
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General Recommendations (check appropriately)

<input type="checkbox"/>	Complete Documents: for endorsement and approval.
<input type="checkbox"/>	Incomplete Documents: endorsed without favorable action pending compliance/submission of the lacking document/s based on findings )

Assessed by:

*(Printed Name with signature above the Name of Personnel In-charge for Assessing Homeschooling)*

Position:

Date Assessed

Reviewed by:

*Printed name with signature above of the Division Chief/ OIC Chief*

Position

Date Reviewed:

QAD/CDBJr./abc



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