



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

December 19, 2024

DIVISION MEMORANDUM
No. 940, s. 2024

**SUBMISSION OF END-OF-CALENDAR YEAR REPORT FOR FORWARD
ESTIMATES FOR SCHOOL YEAR 2025-2026**

To: Asst. Schools Division Superintendents
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Unit Heads
All others concerned

1. In preparation for the forward estimates of the Division for the next school year (SY 2025-2026) and in compliance with the Department of Education's directive to ensure accurate and comprehensive planning, all schools and concerned offices are hereby directed to accomplish and submit their respective End-of-Calendar Year Reports. These reports aim to facilitate the proper allocation of textbooks, classroom buildings, seats, and human resources such as teachers.
2. All submissions shall be accomplished through the designated online forms and links provided:
 - 2.1 For **Integrated Schools** (Kindergarten to Junior High School, or Kindergarten to Senior High School)

<https://tinyurl.com/EndofCYReportIntegrated>



- 2.2 For **Elementary Schools** (Kindergarten to Grade 6)

<https://tinyurl.com/EndofCYReportElementary>



Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)
Telephone No.: (045) 435-2728; (045) 435-7404
Email Address: pampanga@deped.gov.ph
Website: www.depedpampanga.ph



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2.3 For **Secondary Schools** (Grade 7 to Grade 10, Grade 7 to Grade 12, or Grade 11 to Grade 12)

<https://tinyurl.com/EndofCYReportSecondary>



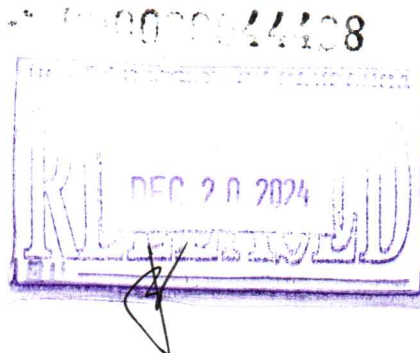
3. Schools must use the prescribed **Form 3 template** to be attached to their report. Only signed Form 3 will be acknowledged. The template can be accessed through this link:

<https://tinyurl.com/EndofCYForm3Template>



4. The deadline for the submission of all reports is December 27, 2024. Late submissions will not be included in the initial forward estimates for SY 2025-2026.
5. Ensure all fields in the online forms are filled out accurately and completely.
6. Consolidated reports must be reviewed and approved by the School Head prior to submission.
7. For immediate dissemination and compliance.

ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent



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