



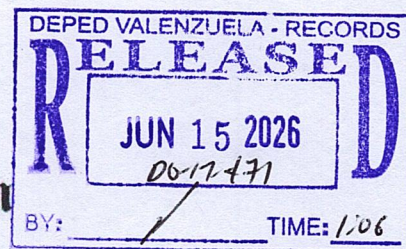
DepEd ICT Unit

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Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF VALENZUELA CITY



**Office of the Schools Division
Superintendent**

MEMORANDUM

No. 0472, s. 2026

To: OIC - Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Private School Heads/Administrators
All Others Concerned

**SUBMISSION, VALIDATION, AND UPLOADING OF GOVERNMENT SCHOOL
PROFILE AND PRIVATE SCHOOL PROFILE FOR SCHOOL YEAR 2025-2026**

1. Pursuant to DepEd Memorandum No. 028, s. 2026 titled *Guidelines on the Basic Education Information System Data Collection and Validation for School Year 2025-2026*, all public and private elementary and secondary schools are directed to accomplish the required school profile through the Basic Education Information System (BEIS).
2. Public schools shall accomplish the **Government School Profile**, while private schools shall accomplish the **Private School Profile**. The accomplished and validated school profile shall be uploaded in the BEIS on or before **June 30, 2026**.
3. All schools are reminded to accomplish their respective school profiles in accordance with the guidelines, data requirements, and reminders provided under DepEd Memorandum No. 028, s. 2026. School Heads shall ensure that all entries are accurate, complete, consistent with school records, and supported by required documents prior to validation and uploading.
4. To ensure the accuracy, completeness, and consistency of reported data, the Schools Division Office, through the Planning and Research Unit, shall conduct validation of school profiles prior to uploading/submission.
5. Private schools are strongly advised to have their Private School Profile validated by the Planning and Research Unit before uploading in the BEIS to avoid errors, inconsistencies, and repeated corrections. Those that have already undergone validation and have submitted complete and corrected forms shall no longer be required to attend the scheduled validation and shall only proceed with the uploading of their validated profile.
6. Private schools that have not yet submitted or have not yet undergone validation are required to follow the assigned validation schedule.



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7. For public schools, School Heads are directed to review and check the completeness and accuracy of all data in the Government School Profile before presenting the same for validation. Incomplete or inconsistent submissions shall be returned for completion and shall only be validated once all required data are provided.

8. The validation of school profiles shall be conducted at the **SGOD Planning Office** on the dates and times indicated in the attached schedule. All schools are directed to strictly follow their assigned schedule to ensure orderly and systematic checking and validation. Should the work-from-home arrangement remain in effect on the scheduled validation date, validation shall be conducted remotely, and onsite validation shall proceed only upon issuance of an official advisory allowing onsite transactions.

9. School Heads shall ensure that the personnel who will attend or coordinate for the validation are knowledgeable of the data encoded in the school profile and are ready to provide supporting documents, explanations, or corrections, when necessary.

10. Immediate dissemination of and strict compliance with this Memorandum are desired.

NOEL D. BAGANO
Schools Division Superintendent

sgod/csj
June 11, 2026



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PRIVATE SCHOOL PROFILE VALIDATION SCHEDULE

June 15, 2026	June 16, 2026
9:00 A.M. - 12:00 NN - Bobby & Kates Academy, Inc. - Charis Christian School of Val., Inc. - Children of Mary Immaculate College - Divine Word College of Valenzuela Inc. - Emmaus Christian Schools, Inc. - La Consolacion College Valenzuela, Inc. - Mary Immaculate School of Valenzuela - Messiah School Foundation, Inc. - Montessori Academy of Valenzuela - New Prodon Academy of Valenzuela - Nuestra Señora de Guia Academy - Our Lady of Fatima University, Inc. - Our Lady of Lourdes College - Saint Mary's Angels College of Valenzuela - San Diego Parochial School, Inc. - St. Bernadette College of Valenzuela 1:00 P.M. - 5:00 P.M. - St. Catherine College of Valenzuela, Inc. - St. Gregory College of Valenzuela - St. Joseph Academy of Valenzuela - St. Joseph School of Lawang Bato, Inc. - St. Michael School of Canumay, Inc. - St. Therese of the Child Jesus Kidz Academy Inc. - Words of Wisdom Christian Academy - Datamex College of Saint Adeline - Valenzuela City - Electron College of Technical Education - Mandalay Branch - Electron College of Technical Education - Gen. T. De Leon Branch - Globe Brent Secondary Maritime Academy, Inc. - Philippine School for Technology Development and Innovation, Inc. - St. Judel Institute of Technology; - St. Paul Christian School, Inc. - St. Peter Velle Technical Training Center Inc.	9:00 A.M. - 12:00 NN - Maranatha Christian Academy of Karuhatan Valenzuela City, Inc. - Marulas Christian School - Miriam's Academy of Valenzuela, Inc. - Monteras School of Valenzuela - Mother Shepherd Academy of Valenzuela-Main - Rosewood Montessori International School of Valenzuela, Inc. - SKM Christian Academy Inc. - St. Benedict Academy of Valenzuela, Inc. - St. Louis College of Valenzuela – Main - St. Louis College of Valenzuela – Ugong Branch - Bible Institute for the Deaf-SPED - Claremont School of Valenzuela City Inc. - Corinthian School, Inc. - Corinthian School (SHS) - Divine Mercy Academy of Valenzuela MM., Inc. - St. Michael Academy of Valenzuela, Inc. – Malinta Branch - St. Michael Academy – Main Bagbaguin Branch - Sto. Rosario Montessori School Inc. 1:00 P.M. - 5:00 P.M. - CEC Christian Academy of Valenzuela, Inc. - Disneyland Learning School - FEBIAS College of Bible - La Chrisbelia Learning Center Inc. - The Lord's Hand Learning Center Inc. - Wesleyan Kindergarten School - Bethel Kiddie Learning Center of Valenzuela, Inc. - Grace Pearl School of Valenzuela - High Horizons Learning Center, Inc. - Jesus Our Life Christian Academy, Inc. - John Vincent Academy



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GOVERNMENT SCHOOL PROFILE VALIDATION SCHEDULE

ELEMENTARY

June 17, 2026

9:00 AM - 12:00 NN - North District

1:00 PM - 4:30 PM - Central District

June 18, 2026

9:00 AM - 12:00 NN - East District

1:00 PM - 4:30 PM - South District

SECONDARY

June 19, 2026

9:00 AM - 12:00 NN - District 1

1:00 PM - 4:30 PM - District 2