



Republic of the Philippines  
**Department of Education**  
SOCCSKSARGEN REGION

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May 27, 2022

REGION MEMORANDUM  
CLMD No. 175, s. 2022

**PROGRAM FOR THE MOVING UP AND GRADUATION CEREMONIES**

To: Schools Division Superintendents

1. Pursuant to DepEd Memorandum No. 043, s. 2022 titled “Conduct of the K to 12 Basic Education Program End-of-School Year Rites for School Year 2021-2022 in Light of the COVID-19 Public Health Emergency,” DepEd SOCCSKSARGEN Region provides the **Program for the Moving Up and Graduation Ceremonies in public schools for SY 2021-2022** as contained in Enclosures 1 and 2, respectively.
2. For SY 2021-2022 End-of-School Year Rites, the theme shall be *Gradweyt ng K to 12: Masigasig sa mga Pangarap at Matatag sa mga Pagsubok* (K to 12 Graduates: Pursuing Dreams and Fostering Resilience in the Face of Adversity). This highlights Filipino learners’ resolve to pursue education despite the pandemic.
3. Reiterating DepEd Order No. 002, s. 2020, the following shall be observed:
  - a. Moving Up and Graduation Ceremonies should be simple but meaningful. While these rites mark a milestone in the lives of learners, these should be conducted without excessive spending, extravagant attire, or extraordinary venue.
  - b. Casual or formal wear, or school uniform, shall still be the recommended moving up/graduation ceremony attire. The use of toga or *sablay* may be allowed as an additional garb.
  - c. Non-Academic projects articulated in DepEd Order (DO) No. 66, s. 2017 titled “Implementing Guidelines on the Conduct of Off-Campus Activities” such as attendance to field trips, film showing, junior-high school promenade, and other school events should not be imposed as requirements for graduation or completion.
  - d. Expenses relative to the activity should be charged to the school’s Maintenance and Other Operating Expenses, subject to existing guidelines.
  - e. No DepEd personnel shall be allowed to collect any kind of contribution or fee for the graduation/moving up ceremony
4. Schools are enjoined to assess the viability of the conduct of SY 2021-2022 EOSY rites as public health and safety are of topmost concern amidst the ongoing COVID-19 pandemic. There must be careful consideration on the up-to-date issuances by the local Inter-Agency Task Force for the Management of Emerging Infectious Disease (IATF-EID), other credible sources and DepEd risk assessment. The schools, in consultation with the Parents-Teachers Association (PTA) may decide based from the issuances on the local health situation whether to conduct the ceremony virtually, hybrid, limited face to face, or they may choose to reschedule or forego the activity.





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5. For information and guidance of all concerned.

  
**CARLITO D. ROCAFORT**  
*Director IV*

Encl.: Moving Up Ceremony, Graduation Ceremony, Text for the Presentation and Confirmation of Completers/Graduates

References: DM 043, s. 2022, DO 021, s. 2022, DO 002, 2020, DO 002, s. 2019, DM 025, s. 2019 and DO 036, s. 2016

Allotment: MOOE

To be indicated in the Perpetual Index under the following Subjects:

MOVING UP

GRADUATION

rites

*JRGM/CLMD/RM/MOVING UP AND GRADUATION RITES/172/May 27, 2022*



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*Enclosure 1 to Region Memorandum CLMD No. 175, 2022*

**MOVING UP CEREMONY**  
(Kindergarten and Grade10)

**Parts of Program**

- I. Singing of the Philippine National Anthem**
  - This may be sung acapella by all in attendance or with accompaniment following the standard measure.
- II. Opening Prayer/Doxology**
  - The prayer should be reflective and representative of the diversity of the learners of the school.
- III. Regional Hymn**
- IV. Other songs sung in local ceremonies**
- V. Opening Message**
  - This shall be delivered by the **School Head/Assistant Principal/Department Head/Teacher** in not more than **5 minutes**.
  - This part shall focus on the significance of the ceremony, the school's academic performance and achievements while in pandemic and the role of the community in promoting quality basic education as an impact of partnership and shared governance.
- VI. Welcome Address**
  - This shall be delivered by the **learner** with Performance Award for Kindergarten or Academic Excellence Award selected by the committee in-charge of the ceremony with the approval of the school head.
  - This shall be delivered in not more than **5 minutes**.
- VII. Messages**
  - DepEd Secretary
  - Regional Director
  - Schools Division Superintendent
- VIII. Presentation of the Candidates for Completion**
  - This shall be done by the **School Head**.
- IX. Confirmation of the Completers**
  - This shall be performed by the highest DepEd Official present or his/her duly authorized representative.
- X. Distribution of the Certificates of Completion**
- XI. Awarding of Honors**
  - The basis/criteria for the selection of honors shall be announced.
  - The announcement of honors shall be in alphabetical order following this sequence – Highest Honors, High Honors, With Honors.
- XII. Introduction of the Guest Speaker**
  - The introduction shall focus on the personal and academic background of the guest speaker and to highlight his/her major accomplishments in life.
  - This shall be done in not more than **2 minutes** by a **teacher or Master of Ceremony**.





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**XIII. Inspirational Message**

- This shall be delivered by an invited successful alumna/alumnus/partner/sponsor).
- The message shall be done in not more than **10 minutes**.

**XIV. Singing of a Song of Celebration and Thanksgiving**

- The song shall be properly sung with harmony.

**XV. Closing Message**

- This shall be delivered by the **School Head** in not more than **10 minutes**.
- The School Head shall wrap-up the ceremony, inspire parents to continue supporting the education of their children, acknowledge and thank stakeholders' contribution and support, and make announcements on upcoming school-related activities emphasizing strict adherence to health and safety protocols.





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*Enclosure 2 to Region Memorandum CLMD No. 175, 2022*

**GRADUATION CEREMONY**  
(Grades 6 and Grade 12)

**Parts of Program**

- I. Singing of the Philippine National Anthem**
  - This may be sung in acapella or with accompaniment following the standard measure.
- II. Opening Prayer/Doxology**
  - The prayer should be reflective and representative of the diversity of the learners of the school.
- III. Regional Hymn**
- IV. Other songs sung in local ceremonies**
- V. Opening Message**
  - This shall be delivered by the **School Head/Assistant Principal/Department Head/Teacher** in not more than **5 minutes**.
  - This part shall focus on the significance of the ceremony, the school's academic performance and achievements while in pandemic and the role of the community in promoting quality basic education as an impact of partnership and shared governance.
- VI. Welcome Address**
  - This shall be delivered by the **graduating learner with Academic Excellence Award** selected by the committee in-charge of the ceremony with the approval of the school head.
  - This shall be delivered in not more than **5 minutes**.
- VII. Messages**
  - DepEd Secretary
  - Regional Director
  - Schools Division Superintendent
- VIII. Presentation of the Candidates for Graduation**
  - This shall be done by the **School Head**
- IX. Confirmation of the Graduates**
  - This shall be performed by the **highest DepEd Official** present or his/her duly authorized representative.
- X. Distribution of Certificates/Diplomas**
- XI. Awarding of Honors**
  - The basis/criteria for the selection of honors shall be announced.
  - The announcement of honors shall be in alphabetical order following this sequence – Highest Honors, High Honors, With Honors.
- XII. Appreciation Message**
  - This shall be delivered by a **graduate with Academic Excellence Award** selected by the committee in-charge of the ceremony with the approval of the school head.
  - The message shall be delivered in not more than **5 minutes**.





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- This part may highlight stories of success and triumphant experiences of the learners, their families, school and the communities during pandemic in ensuring children's education despite the challenges faced in the quest for better life through education.

**XIII. Introduction of the Keynote Speaker**

- The introduction shall focus on the personal and academic background of the guest speaker and to highlight his/her major accomplishments in life.
- This shall be done in not more than **2 minutes** by a **teacher or Master of Ceremony**.

**XIV. Keynote Message**

- This shall be delivered by an invited **Alumnus/Alumna** who can provide inspiration to the graduates with his/her success and/or achievements in life after his/her stint with the school.
- The message shall be delivered in not more than **15 minutes**.

**XV. Pledge of Loyalty**

- This shall be led by a **graduate with Academic Excellence Award** selected by the committee in-charge of the ceremony with the approval of the school head.

**XVI. Graduation Song**

- This part shall be a musical celebration reflective of the success of the **entire class** in learning. The song shall be of their choice and shall be properly sung to reflect the quality of education and experiences of the learners while learning in the time of pandemic.

**XVII. Closing Message**

- This shall be delivered by the **School Head** in not more than **10 minutes**.
- The School Head shall wrap-up the ceremony, inspire parents to continue supporting the education of their children, acknowledge and thank stakeholders' contribution and support, and make announcements on upcoming school-related activities emphasizing strict adherence to health and safety protocols.

**Note:**

- The Master/s of Ceremony may be selected from the group of learners.  
SHS Graduation - Grade 11 learner/s  
JHS Moving Up - Grade 9 learner/s  
Elementary Graduation - Grade 5 learner/s  
Kindergarten Moving Up - Teacher/s
- The committee in-charge of the Moving Up/Graduation Ceremony shall provide the script to the Master/s of the Ceremony. The script should be brief and concise and in simple Filipino or English language.
- In the case of limited face to face or hybrid ceremony, there should be a mechanism for stringent observance of health and safety protocols especially during the processional & recessional, distribution of certificates/diplomas and awarding of honors to ensure the safety and well-being of all and avoid the possible spread of the COVID-19 virus.





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- The text for the Presentation and Confirmation of Completer/Graduates for the guidance of all DepEd personnel are attached as Enclosure No. 3.
- In the event that there is no DepEd official from SDO, RO and CO during the ceremony, the Confirmation of Completers/Graduates shall be done by the school head, while the Presentation of Candidates for Completion/Graduation shall be done by the teacher with the highest designation/position.



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*Enclosure 3 to Region Memorandum CLMD No. 175, 2022*

**ELEMENTARY SCHOOLS**

PRESENTATION OF CANDIDATES FOR COMPLETION/GRADUATION

Good Morning/Afternoon!

Sir/Madam, as the School Head/Principal of \_\_\_\_\_, I \_\_\_\_\_ (name of school head/Principal) have the honor to present to you the candidates for completion/graduation of School Year 2021-2022, composed of \_\_\_ boys and \_\_\_ girls with a total of \_\_\_\_\_. After careful scrutiny of the requirements submitted in my office, I have found that they have satisfactorily completed the requirements for completion/graduation.

I therefore certify that these candidates for completion/graduation have fully satisfied the requirements prescribed by the Department of Education under the Kindergarten/Elementary Curriculum.

Madam/Sir, they are now ready for your confirmation.

CONFIRMATION OF COMPLETION/ GRADUATION

By virtue of the authority vested in me as the authorized representative of \_\_\_\_\_ (name/position) of the Department of Education, SOCCSKSARGEN Region/Schools Division of \_\_\_\_\_, and having been presented and duly certified by the School Head/Principal that you have satisfactorily completed the requirements of the Kindergarten/Elementary Curriculum as prescribed by the Department of Education, I now confirm you Kindergarten Completers/Elementary Graduates of \_\_\_\_\_ (school) for School Year 2021-2022.

You are now eligible to receive your certificate of completion/graduation.

Congratulations!







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## SECONDARY SCHOOLS

### PRESENTATION OF CANDIDATES FOR COMPLETION/GRADUATION

Good Morning/Afternoon!

Sir/Madam, as the School Head/Principal of \_\_\_\_\_, I \_\_\_\_\_ (name of school head/Principal) have the honor to present to you the candidates for completion/graduation of School Year 2021-2022, composed of \_\_\_ boys and \_\_\_ girls with a total of \_\_\_\_\_. After careful scrutiny of the requirements submitted in my office, I have found that they have satisfactorily completed the requirements for completion/graduation.

I therefore certify that these candidates for completion/graduation have fully satisfied the requirements prescribed by the Department of Education under the Junior High School/Senior High School Curriculum.

Madam/Sir, they are now ready for your confirmation.

### CONFIRMATION OF COMPLETION/ GRADUATION

By virtue of the authority vested in me as the authorized representative of \_\_\_\_\_ (name/position) of the Department of Education, SOCCSKSARGEN Region/Schools Division of \_\_\_\_\_, and having been presented and duly certified by the School Head/Principal that you have satisfactorily completed the requirements of the Junior High School/Senior High School Curriculum as prescribed for Secondary Schools of the Department of Education, I now confirm you Junior High School Completers/Senior High School Graduates of \_\_\_\_\_ (school) for School Year 2021-2022.

You are now eligible to receive your certificate of completion/diploma.

Congratulations!

