Republic of the Philippines
Department of Education

MAR 1 3 2026

DepEd MEMORANDUM
No. 020 , s. 2026

MODIFIED ELECTRONIC CLASS RECORD AND SCHOOL FORM 10 FOR STRENGTHENED SENIOR HIGH SCHOOL PILOT IMPLEMENTERS IN SCHOOL YEAR 2025–2026

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Secondary School Heads
Attached Agencies
All Others Concerned

1.   The Department of Education (DepEd), through DepEd Memorandum No. 48, s. 2025 titled, Pilot Implementation of the Strengthened Senior High School Curriculum for Grade 11 in School Year 2025–2026, introduced the Strengthened Senior High School (SHS) curriculum to enhance learner employability through a more responsive, specialized, and industry-aligned program framework. The reform rationalizes the existing curriculum by reducing the 15 core subjects to five and restructuring the previous four tracks into two: Academic and Technical Professional (TechPro). This shift necessitates substantial recalibration of subject offerings, grading systems, and related academic and administrative processes.

2.   In support of the implementation of the Strengthened SHS curriculum, the Department has modified the existing Electronic Class Record (ECR) and the School Form 10 (SF 10) or Learner's Permanent Record for SHS issued through DepEd Order No. 69, s. 2016, titled Provision of the DepEd Electronic Class Record and Form 137 for Senior High School. The modified ECR and SF 10 templates shall serve as the official instruments for Strengthened SHS pilot implementers to automate grade computation, reduce clerical errors, and minimize the time teachers spend on manual administrative tasks.

3.   While the general process for accomplishing these forms remains unchanged, the following are the modifications made to the ECR and SF 10 for SHS to ensure alignment with the Strengthened SHS curriculum, particularly the computation of final grades:

a. Electronic Class Record for Strengthened Senior High School

  i.   The data input process has been redesigned to be more user-friendly, with subject-level automation to minimize manual entry.
  ii.   Teachers shall use one ECR for all quarters or both semesters for each core or elective subject.

iii. Upon encoding grades for two or all four quarters, the tool automatically computes the final semestral grade or final annual grade, as applicable to the subject.
iv. An **instructions** section has been added to provide technical guidance and assistance to users.
v. The sheets previously titled **Semestral Grades** have been renamed **Summary Grade Sheets**.

b. **School Form 10 for Strengthened Senior High School**

i. A Summary of Final Grades per Grade Level section is provided as the official reference for learner academic performance.
ii. The general average per semester is removed across all grade levels.
iii. The Final Grade reflected in the Summary of Final Grades shall serve as the basis for academic records and evaluation.
iv. For Core subjects, the tool automatically computes the Final Grade based on the results of the four quarters.
v. Any recomputed grades resulting from remediation shall be incorporated in the Final Grade of the corresponding subject.
vi. Ten additional slots are allocated to Electives and Special Curricular Programs/Institutional subjects.

4. The modified ECR and SF 10 templates shall be used **exclusively, until further notice, by Strengthened SHS teachers** in **SSHS Pilot Schools**. Senior High School teachers who are not teaching subjects under the Strengthened SHS curriculum shall continue using the existing ECR and SF 10 (formerly Form 137) for their SHS classes.

5. Strengthened SHS teachers may download the modified ECR and SF 10 templates from the **Learner Information System Support Page** at **https://support.lis.deped.gov/support**. User guides and other reference materials are available at **bit.ly/SSHSGuide-ModifiedECRSF10**. To ensure that Strengthened SHS teachers are using the correct files, the official filenames of the modified templates are as follows:

a. **SSHS E-Class Record v2026**.xlsx for the Modified ECR for SSHS; and
b. **SSHS SF 10 v2026**.xlsx for the Modified SF 10 for SSHS.

6. To ensure the proper implementation of this Memorandum, the concerned functional Divisions in the regional office (RO) and schools division office (SDO) shall be expected to provide guidance, technical assistance, and promote the use of the modified ECR and SF 10 templates. Specifically, the following shall be undertaken:

a. The RO-Curriculum and Learning Management Division (CLMD) and the SDO-Curriculum Implementation Division, particularly the Public Schools District Supervisors (PSDS), shall be responsible for providing consistent guidance on the Strengthened SHS curriculum and grade computation; and

b. The RO- and SDO-Information and Communications Technology Service shall provide technical support on form management, navigation, and embedded formulas in the modified electronic templates.

7. The Bureau of Human Resource and Organizational Development-School Effectiveness Division (BHROD-SED) shall conduct an orientation for the abovementioned RO and SDO functional divisions and offices to ensure the effective transfer of knowledge and uniform understanding of the modified ECR and SF 10 templates. Further details on the orientation, including the schedule and modalities, shall be issued separately.

8. As the modified ECR and SF 10 are not for sale, DepEd cautions teachers from individuals or groups who will try to sell electronic or print copies of these tools. These incidents may be reported to the **BHROD-SED** through email at bhrod.sed@deped.gov.ph or at telephone number (02) 8633-5397.

9. All concerned may contact the same office for feedback and suggestions on how to improve the ECR and SF 10 for SSHS.

10. Immediate dissemination of this Memorandum is desired.

By Authority of the Secretary:

WILFREDO E. CABRAL
Undersecretary
Human Resource and Organizational
Development and Infrastructure

References:
DepEd Order (No. 69, s. 2016)
DepEd Memorandum No. 48, s. 2025

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

FORMS
POLICY
RATING
RECORDS
SCHOOLS
SENIOR HIGH SCHOOL
TEACHERS

MEMORANDUM	Date: 03-24-2026	Released (Records): leslie
To:	(→) PSDS/DICs	(✓) Elem/Sec School Heads
	( ) Private Schools	( ) Others:
For:	(✓) Information	(✓) Dissemination
	( ) Guidance	( ) Strict Compliance

ORLANDO E. MANUEL PhD., CESO V
Schools Division Superintendent

| By: | ☐ ASDS ☐ CID Chief ☐ SGOD Chief ☐ AO ☐ Atty | Signature: |

DEPED REGIONAL OFFICE 02
RELEASED
DATE: 03-19-2026
BY: _____
RECORDS SECTION

March 19, 2026

To: **ALL SCHOOLS DIVISION SUPERINTENDENTS**

For information, dissemination and appropriate action.

BENJAMIN D. PARAGAS PhD, CESO III
Director IV/ Regional Director

Outlook

Availability of the Strengthened Senior High School (SSHS) Elective Tagging Facility

From Strengthened SHS Program <strengthenedshs@deped.gov.ph>

Date Mon 2026-03-16 2:55 PM

To DEPED I ILOCOS REGION <region1@deped.gov.ph>; DEPED II CAGAYAN VALLEY <region2@deped.gov.ph>; DEPED III CENTRAL LUZON <region3@deped.gov.ph>; DEPED REGION IV-A CALABARZON <region4a@deped.gov.ph>; MIMAROPA REGION <mimaropa.region@deped.gov.ph>; DEPED V BICOL REGION <region5@deped.gov.ph>; DepEd VI Western Visayas <region6@deped.gov.ph>; DepEd Region VII Central Visayas <region7@deped.gov.ph>; REGION VIII EASTERN VISAYAS <region8@deped.gov.ph>; DEPED IX ZAMBOANGA PENINSULA <region9@deped.gov.ph>; DEPED X NORTHERN MINDANAO <region10@deped.gov.ph>; DEPED XI DAVAO REGION <region11@deped.gov.ph>; DEPED XII SOCCSKSARGEN <region12@deped.gov.ph>; DEPED REGION XIII CARAGA <caraga@deped.gov.ph>; DEPED CORDILLERA ADMINISTRATIVE REGION <car@deped.gov.ph>; DEPED NATIONAL CAPITAL REGION <ncr@deped.gov.ph>; Negros Island Region (NIR) <nir@deped.gov.ph>

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🔗 1 attachment (518 KB)
User-Guide-Strengthened-SHS-Elective Tagging v2.pdf;

Dear **SSHS Field Implementers**,

Greetings from the SSHS TWG Secretariat!

Please be informed that the **Elective Tagging Facility** for the Strengthened Senior High School (SSHS) Curriculum is now available in the Enhanced Basic Education Information System (EBEIS) and the Learner Information System (LIS).

Instructions for the tagging process are as follows:

- **For Region (EBEIS):** Regional Planning Officers are requested to update the SSHS track offerings and elective offerings.
- **For Schools (LIS):** SSHS Pilot schools are requested to tag the appropriate SSHS electives of learners in the LIS to ensure accurate recording of learner enrollment in SSHS elective subjects.

For the step by step on the elective tagging process, please refer to the attached User Guide below.

Further, the tagging of SSHS electives must be completed within the period of End of School Year (EOSY) updating until May 31, 2026.

For your information and immediate action.

Thank you!

Best,

Technical Working Group on the Strengthened SHS
Department of Education - Central Office

Updated User Guide for the Implementation of Strengthened SHS Elective tagging in the LIS SHS

Reminders:

- All Senior High Schools must implement the Strengthened Senior High School (SSHS) Curriculum.

- All Senior High Schools should update their SSHS track and elective offerings.

- Assignment of the SSHS program and tracks is done by the Regional Planning Officer.

- Learners must be officially enrolled in the class.

Contents of the User Guide

Region Account
- Managing Tracks and Electives in the Strengthened SHS Offerings of Schools

School Account
- Adding Electives per Learner
- Removing Electives per Learner

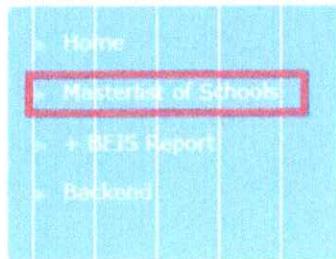## Add Tracks and Electives in the
Strengthened SHS Offerings of Schools

Steps:

1. Go to the website: https://ebeis.deped.gov.ph and log in as **Regional System Admin** account.

   Please sign in

   [Sign in]

2. Click the **Masterlist of Schools** link.

3. Enter the school ID or the school name of the school you wish to update. Then, click the **Submit** button.

Filter

General Curricular Offerings ⌄	School General Classification ⌄	Curricular Classification (CQC) ⌄	School Type ⌄
All Regions ⌄	All Divisions ⌄	All Districts ⌄	

☑ Operational Only

Submit

4. Results will be shown. Click the **View SHS Offerings** link of the school to be updated.

No.	School ID	School Name	Head / Position	Address	School Type	CQC

5. Click the **Add SHS Offerings** button.

Add SHS Offerings

6. Once the **School implementing the Strengthened Senior High School**

Curriculum is checked, select the tracks offered by the school.

☑ School implementing Strengthened Senior High School Curriculum.

STRENGTHENED SHS PROGRAM

● Academic Track (Strengthened)

7. Add the clusters and electives offered by the school.
Note: Electives for the Academic Track are automatically embedded within the selected cluster

ADD TECHNICAL PROFESSIONAL TRACK

Academic Track	Arts, Social Sciences, and Humanities
	☑ Business and Entrepreneurship
	Science, Technology, Engineering, and Mathematics
	Sports, Health, and Wellness

| Technical Professional Track | Select TechPro Cluster | TechPro Electives |
| | Agri-Fishery, Business and Fo... | × Aquaculture (NC II) |

8. Click **Save**.

Cancel   **Save**

9. Notification will appear once successful.

update successful

For School Account
Add Elective per Learner

Steps:

1. Go to the webite: https://lis.deped.gov.ph and log in as **School Head or System Admin** account.
   Please sign in

   ▱▱▱

2. Click the **Learner Information System** link.

   DepEd Apps   Manage Apps

   ┌─────────────────────────────────────┐
   │ Learner Information System   │
   └─────────────────────────────────────┘

   Enhanced Basic Education Information System

   Basic Education Information System

   Government Basic Education System

   National School Building Inventory System

   National Achievement Test Integration System

   UAS Hr Functions Online Monitoring System

   DC – Portal

3. The dashboard will appear, and then click the **Senior high school** tab.

Dashboard   Early Registration   Quick Count   List of Classes   Transfers   School Forms   Senior high school   Data Corrections   Support

4. Under the First/Second Semester, click **Enrolment**.

Account Logout

My Profile

Senior high school

Overview

1st Semester

Enrolment ❷

List of Classes ❶

Supporting

5. In the master list, click **View profile**.

#	LRN	Name	Gender	Program	Class assignment	Status	Date of First Attendance	
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6. Click the **Elective tagging** button.

Learner

Basic Profile

LRN
First name
Middle name
Last name
Ext name
Birthdate
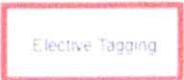Gender
Mother's
Maiden name

Program

Date of First
Attendance
Status
Assigned class   [   ]

Update profile   Update status   Elective Tagging   Back to masterlist

7. Click the **Add Elective** button.

Elective Tagging

Manage Electives

8. Select the **Cluster** and **Elective**, then click **Save**.

Cluster

Manage Electives

Elective

Manage Electives

9. A notification appears upon successful tagging and displays the SSHS elective.

Elective(s) tagged: Fish Capture (NC II)

Senior high school enrolment

Learner

Basic Profile

LRN	
First name	
Middle name	
Last name	
Ext name	
Birthdate	
Gender	
Mother's Maiden name	

Program

Date of First Attendance	
Status	
Assigned class	[ ]

Strengthened SHS

Cluster	Elective
Agri-Fishery Business and Food Innovation	Fish Capture (NC II)

Update profile   Update status   back to masterlist

Remove Elective per Learner

1. Go to the learner's profile, then click the **Elective Tagging** button.

Learner

Basic Profile

LRN
First name
Middle name
Last name
Ext name
Birthdate
Gender
Mother's
Maiden name

Program

Date of First
Attendance
Status
Assigned class   [   ]

Update profile   Update status   Elective Tagging   Back to masterlist

2. Click **Remove** to remove the elective tag.

Manage Electives

Cluster	Strengthened TechPro Track - Agri-Fishery, Business and Food Innovation	⌄	Remove
Elective	Fish Capture (NC III)	⌄	

[Add Elective] [Save]   Back

3. This will appear after clicking the remove button. Click **Save**.

Manage Electives
[Add Elective] [Save]   Back

4. A notification will appear upon successful removal.

Elective(s) un-tagged