



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

June 30, 2025

REGIONAL MEMORANDUM

QAD-2025- **817**

**APPROVED INCREASE OF TUITION, MISCELLANEOUS AND OTHER FEES OF
ORMOC IMMACULATE CONCEPTION SCHOOL FOUNDATION (OICSF), INC.
EFFECTIVE SCHOOL YEAR 2025-2026**

To: Schools Division Superintendents
All Others Concerned

1. This is to announce to the field the **APPROVED** Increase in Tuition, Miscellaneous, and Other Fees of **Ormoc Immaculate Conception School Foundation (OICSF), Inc.**, D. Velosos Ave., Cogon, Ormoc City, effective SY 2025-2026 after compliance with all the requirements pursuant to DepEd Order Nos. 18, s. 2009, 88, s. 2010 and 11 s. 2011.

2. Below are the details of the approved tuition and miscellaneous fees to wit:

Level	CURRENT SCHOOL FEES	PROPOSED SCHOOL FEES	Difference	% OF INCREASE
	2023-2024	2025-2026		
KINDERGARTEN	25,175.00	26,142.00	967.00	3.84 %
TUITION FEE	15,675.00	17,242.00	1,567.00	
MISCELLANEOUS FEES	0.00	2,600.00	2,600.00	
OTHER FEES	9,500.00	6,300.00	-3,200.00	
GRADES 1-2	24,625.00	26,187.00	1,562.00	6.34 %
TUITION FEE	15,125.00	16,637.50	1,512.00	
MISCELLANEOUS FEES	0.00	2,600.00	2,600.00	
OTHER FEES	9,500.00	6,950.00	-2550	
GRADES 3-4	24,925.00	26,487.00	1,562.00	6.26 %
TUITION FEE	15,125.00	16,637.00	1,512.00	
MISCELLANEOUS FEES	0.00	2,600.00	2,600.00	
OTHER FEES	9,800.00	7,250.00	-2,250.00	
GRADES 5-6	25,175.00	26,737.50	1,562.50	6.20 %
TUITION FEE	15,125.00	16,637.50	1,512.50	
MISCELLANEOUS FEES	0.00	2,600.00	2,600.00	
OTHER FEES	10,050.00	7,500.00	-2,550.00	

GRADES 7-10	28,075.00	29,857.50	1,782.50	6.35 %
TUITION FEE	17,325.00	19,057.50	1,732.50	
MISCELLANEOUS FEES	0.00	2,600.00	2,600.00	
OTHER FEES	10,750.00	8,200.00	-2,550.00	

3. The Schools Division Superintendent of **Ormoc City** is directed to facilitate the proper implementation of the provision on this issuance and monitor the compliance of the school under the Rules and Regulations on School Fees as mandated by the Department of Education, thus, to protect the interests of the students considering the current economic conditions.

4. Dissemination of and strict compliance with this Memorandum are desired.



[Signature]
EVELYN R. FETALVERO, CESO III
 Regional Director

Enclosure: Breakdown of Approved Increase of Miscellaneous and Other Fees

References: DepEd Order 18, s. 2009
 DepEd Order 88, s. 2010
 DepEd Order 11, s. 2011

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

FEES	PRIVATE EDUCATION	RATE
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QAD-RRC

Enclosure to Regional Memorandum No. **817**, s. 2025.

**Breakdown of Approved Increase of Miscellaneous, and Other Fees of
ORMOC IMMACULATE CONCEPTION SCHOOL FOUNDATION
(OICSF),INC., EFFECTIVE SCHOOL YEAR 2025-2026**

Schedule of Fees	
KINDERGARTEN:	
MISCELLANEOUS FEES:	₱ 2,600.00
Student Development Fee	1,000.00
Staff Development	600.00
Test Paper and Activity Sheets	650.00
Student ID	250.00
Insurance	100.00
OTHER FEES:	₱ 6,300.00
Energy/ Water Fee	2,500.00
Security Fee	600.00
Bldg. Maintenance / Room Improvement	1,850.00
Office/ School Supplies	1,350.00
GRADES 1-2	
MISCELLANEOUS FEES:	₱ 2,600.00
Student Development Fee	1,000.00
Staff Development	600.00
Test Paper and Activity Sheets	650.00
Student ID	250.00
Insurance	100.00
OTHER FEES:	₱ 6,950.00
Energy/ Water Fee	3,000.00
Security Fee	600.00
Bldg. Maintenance / Room Improvement	1,000.00
Office/ School Supplies	1,350.00
Computer Laboratory Fee	1,000.00
GRADES 3-4	
MISCELLANEOUS FEES:	₱ 2,600.00
Student Development Fee	1,000.00
Staff Development	600.00
Test Paper and Activity Sheets	650.00
Student ID	250.00
Insurance	100.00
OTHER FEES:	₱ 7,250.00
Energy/ Water Fee	3,000.00
Security Fee	600.00
Bldg. Maintenance / Room Improvement	1,000.00
Office/ School Supplies	1,350.00
Computer Laboratory Fee	1,300.00

GRADES 5-6	
MISCELLANEOUS FEES:	₱ 2,600.00
Student Development Fee	1,000.00
Staff Development	600.00
Test Paper and Activity Sheets	650.00
Student ID	250.00
Insurance	100.00
OTHER FEES:	₱ 7,500.00
Energy/ Water Fee	3,000.00
Security Fee	600.00
Bldg. Maintenance / Room Improvement	1,000.00
Office/ School Supplies	1,350.00
Computer Laboratory Fee	1,550.00
GRADES 7-10	
MISCELLANEOUS FEES:	₱ 2,600.00
Student Development Fee	1,000.00
Staff Development	600.00
Test Paper and Activity Sheets	650.00
Student ID	250.00
Insurance	100.00
OTHER FEES:	₱ 8,200.00
Energy/ Water Fee	3,500.00
Security Fee	600.00
Bldg. Maintenance / Room Improvement	500.00
Office/ School Supplies	1,350.00
Computer Laboratory Fee	1,750.00
Library/ TLE/ Science Lab Maintenance Fee	500.00

Recommended by:

CESAR P. VERUNQUE
Chief, QAD

APPROVED:


EVELYN R. FETALVERO, CESO III
Regional Director 

QAD-RRC



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

CHECKLIST OF REQUIREMENTS FOR THE APPLICATION TO INCREASE AND COLLECT TUITION AND OTHER SCHOOL FEES

Name of School: **ORMOC IMMACULATE CONCEPTION SCHOOL FOUNDATION (OICSF), INC.**
Division : **Ormoc City**
Complete Address of School: **D. Velosos Ave., Cogon, Ormoc City**
School Year: **Effective School Year 2025-2026**

No.	Description of Document/Requirement	Remarks
1. <input checked="" type="checkbox"/>	PTA Resolution indicating among others the need to increase and collect fees, based on reasonable amounts, duly signed by $\frac{3}{4}$ of the legitimate PTA Key Officials and $\frac{3}{4}$ of the PTA Board.	1. COMPLIED
2. <input checked="" type="checkbox"/>	Proof of Notice of the consultation duly received by the concerned parents.	2. COMPLIED
3. <input checked="" type="checkbox"/>	Sworn certification of the School Head attesting and/or confirming that there was really a meeting held to consult parents on the proposed increase.	3. COMPLIED
4. <input checked="" type="checkbox"/>	Proof of confirmation on the tuition fee increase and other fees by the parents (at least $\frac{3}{4}$ of the parents)	4. COMPLIED
5. <input checked="" type="checkbox"/>	Comparative presentation of tuition and other fees (before the increase and the proposed tuition & other fees)	5. COMPLIED
6. <input checked="" type="checkbox"/>	Statement of the itemized current rates of tuition and other charges and the corresponding itemized proposed changes thereon, as well as the new fees or charges to be imposed , and the proposed allocation of the incremental proceeds (70% of the increase shall be allocated for payment of salaries, wages, allowances and other benefits of members of the faculty and other employees of the school, 30% is for institutional development, student assistance and extension service, and return of investment.) This document shall be under oath by proper official(s) of the school concerned.	6. COMPLIED
7. <input checked="" type="checkbox"/>	Financial Statement showing the Financial Status of the school duly certified by duly certified public accountant.	7. COMPLIED

8.	<input checked="" type="checkbox"/>	A copy of the last tax return, filed with the Bureau of Internal Revenue (BIR)	8. COMPLIED
9.	<input checked="" type="checkbox"/>	Minutes of the consultation meeting with the attendance of the parents signifying their approval to the increase	9. COMPLIED
10.	<input checked="" type="checkbox"/>	Picture/s of the consultation meeting.	10.COMPLIED
11.	<input checked="" type="checkbox"/>	Photocopy of the latest approved school fees	11.COMPLIED

EVALUATION:

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Complied with all the requirements.

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Not complied with all the requirements.

SUMMARY OF FINDINGS:

Complied with all the requirements

RECOMMENDATIONS:

For approval by RD

Evaluated By:

**RACHEL R. CUEVAS**

Education Program Supervisor

Date: **June 30, 2025**