

K-10 Taal Eruption Affected Learners Tagging Facility

Note : Automatic Confirmation of Transfer upon enrollment is applicable only to the Schools/Divisions that are affected by Eruption, These are follows; Batangas, Batangas City, Lipa City, Tanauan City, Cavite, Cavite City, General Trias City.

Procedure for Enrollment for Transferring of Learner

1. Go to LIS website <http://lis.deped.gov.ph> and log in using the LIS School Head or System Admin account.

Please sign in

Username

Password

Sign in

Forgot password?

For class advisers, request School Head or designated school system administrator to reset password. For school heads, request Division Planning Officer to reset password.

2. Once logged in, click Learner Information System

My Account Administration

Profile View Detailed

Full name Florante Calalang Marmeto

DepEd Apps

- Learner Information System
- Enhanced Basic Education Information System
- School Building Information System (For CO - EFD Personnel Only)
- Basic Education Information System

3. Click List of Classes tab

DepEd Learner Information System Help Sign out

List of Classes Dashboard Early Registration Quick Count **List of Classes** Transfers 8 School Forms Data Corrections 0 Support

+ Create Class
 Finalize & Submit EOSY
 Select Item
 SY 2019 - 2020

List of Classes

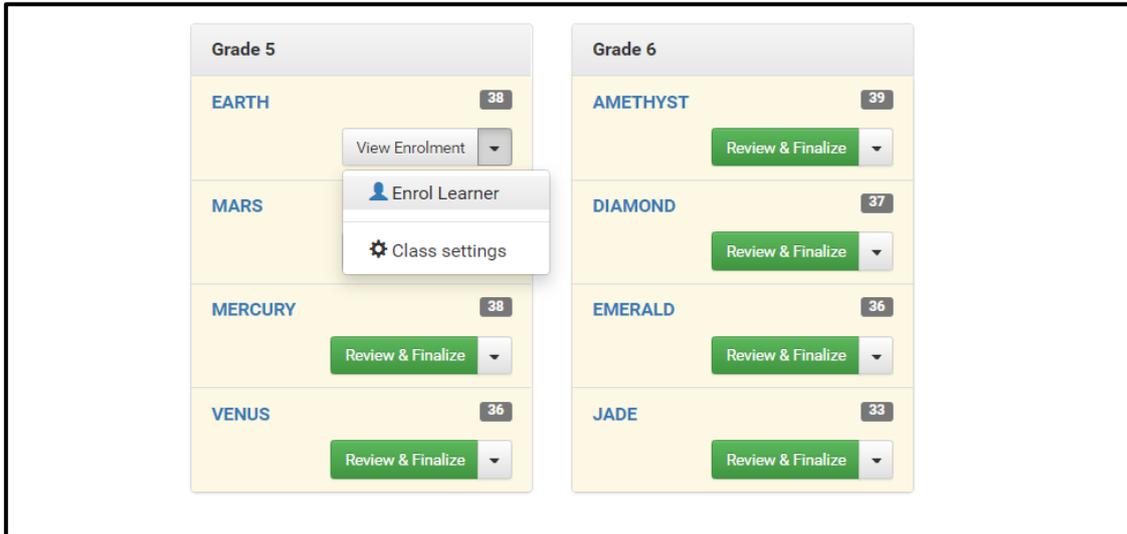
EOSY Updating is now open. [Toggle Instructions](#)

Select a class for easy updating. Finalized classes are marked with the lock icon.

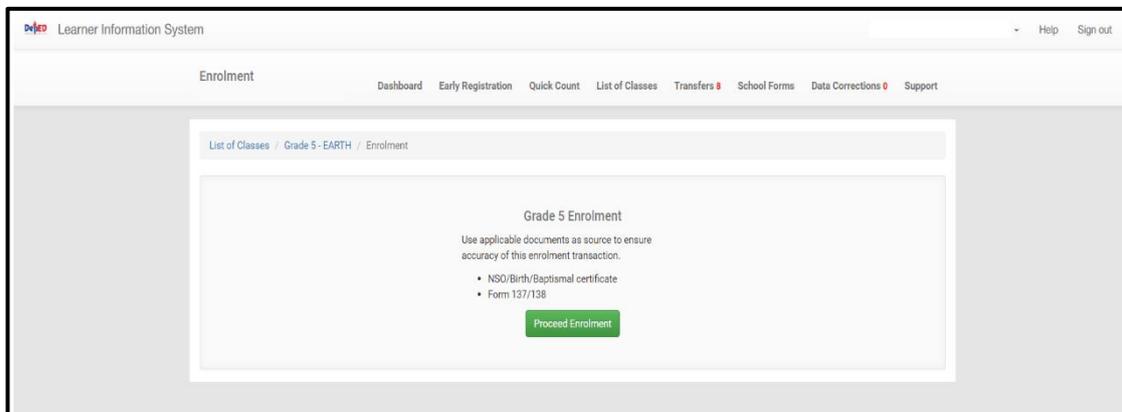
Once all classes are finalized, the finalize school button will be enabled for the School Head to submit the final school enrollment for the current school year.

As a school head or designated admin, you have the option to reopen updating of a class while the school's enrollment is not yet finalized.

4. Look for the correct Grade Level and section of learner and then click enroll learner



5. Click Proceed Enrollment button



6. Input LRN of learner and click search button

7. Click Preview button

#	LRN	Last name	First name	Middle name	Ext name	Gender	Birthdate	
1						Male	12/01/2007	Preview

8. Click the Continue button

9. Input the Date of First Attendance and click continue

Enrolment

Dashboard Early Registration Quick Count List of Classes Transfers 8 School Forms Data Corrections 0 Support

List of classes / Grade 5 - EARTH / Enrolment

Learner 107881130114

Last name
First name
Middle name
Birthdate 2007-12-01
Gender M

Enrolment

Date of first attendance

Feb 13 2020

Refers to the actual date of learner's first attendance in his/her classes during the present school year. Please check with SF2 Learner's Daily Attendance.

Cancel Continue

10. "Is this a transferee"? – click YES on the tick box

Enrolment

Dashboard Early Registration Quick Count List of Classes Transfers 8 School Forms Data Corrections 0 Support

List of classes / Grade 5 - EARTH / Enrolment

Learner 107881130114

Last name
First name
Middle name
Birthdate 2007-12-01
Gender M

Enrolment

School year 2019 - 2020
Grade & Section Grade 5 - EARTH
Date of first Attendance 2020-02-13

Is this a transferee?
Per LIS record, the learner was previously enrolled in .

Yes No

Conditional Cash Transfer
 Arabic Language and Islamic Values Education
 Alternative delivery mode

11. Previous school of learner was displayed.

Enrolment

Dashboard Early Registration Quick Count List of Classes Transfers 8 School Forms Data Corrections 0 Support

List of classes / Grade 5 - EARTH / Enrolment

Learner 107881130114

Last name
First name
Middle name
Birthdate 2007-12-01
Gender M

Enrolment

School year 2019 - 2020
Grade & Section Grade 5 - EARTH
Date of first Attendance 2020-02-13

Is this a transferee?
Per LIS record, the learner was previously enrolled in

Yes No

Select the originating school as found in Form 138. Originating school will be notified to confirm the transfer.

Last School Attended

Conditional Cash Transfer
 Arabic Language and Islamic Values Education
 Alternative delivery mode

12. In the lower right corner click the Enrol button

Special Educational Needs

Is this learner has a Special Educational Needs?

Yes No

Classification/Type of Learner Special Educational Needs (LSEN)

-- Select --

Alternative Delivery Mode

Distance Education (DistEd) for SPED
 Enhanced-Instructional Management by Parents, Community and Teachers (e-IMPACT)
 Modified In-School Off-School Approach (MISOSA)
 Other School-initiated Intervention

Not Applicable

Cancel

Enrol

13. Learner enrolled Successfully.

Masterlist Dashboard Early Registration Quick Count List of Classes Transfers 9 School Forms Data Corrections 0 Support

Grade 5 - Earth Select Item

EOSY Updating is now open. [Toggle Instructions](#)

Update only the enrolment status of learners who have been:

1. retained in their current grade/year level
2. no longer in school
3. conditionally promoted

(Refer to Section IV of DepEd Order No. 23, s.2017).

As a default, learners who's enrolment status is "No Status" shall be automatically promoted.

Commit by clicking Finalize button that will appear once all EOSY enrolment conditions are met.

Enrol Learner

Learner enrolment saved.

14. Confirmed automatically the transfer of learner.

Transfer-in

Transfer-out 103 **Transfer-in 21** View all Confirmed (49)
Only from Batangas State University

Learner

LRN
Name
Birthdate
Gender

Transfer details

Grade
Date of first attendance
02/13/2020
Origin

School Head Name
Registrar Name
Email Address
Telephone No.
Mobile No.

Confirmed