IMPORTANT:

**This is to clarify persistent issues about what to update for SY 2013-2014.**

1. Register new learners and update profile of all learners who have enrolled in the school regardless of date they were enrolled. As prescribed in DepEd Order 13, the School Register or Form 1 will be used as reference to ensure that all learners appearing in Form 1 throughout the school year are registered and updated in the LIS. This includes transfer-ins, transfer-outs, dropped out and balik-aral. The goal for this initial updating is to register and update the profile of ALL learners who have entered the school within the given school year.

2. In updating the enrollment status of learners for end of SY 2013, the statuses provided in DepEd Order No. 13 shall be followed. Again, Report on Promotions was prescribed only as a reference to ensure that enrollment status of "learners who are in school" as of the end of school year is properly updated. Learners who have dropped-out and transferred-out should also be updated using Form 1 as reference. The goal for this end of school year updating is to accurately define the enrollment status of ALL learners who have entered the school within the given school year, hence the statuses stipulated in 4d of the Order.

**REMINDERS/NOTICES:**

Please create a new item when posting new and unrelated issues. It is difficult to track new issues in FB if posted under an old and unrelated issue.

Gateway error is an indication of congestion which may be caused by server, network or even the system. We are endeavoring to pinpoint the cause of the problem and fix it. This is a kind of technical problem which can be detected and analyzed while system is up and users are continuously using the system, hence we cannot predict when it will happen. We are working on it so please bear with us.

Thank you for your patience and cooperation.