



Republic of the Philippines
Department of Education

MAY 09 2024

DepEd MEMORANDUM

No. **024**, s. 2024

**SENIOR HIGH SCHOOL VOUCHER PROGRAM TIMELINE FOR SCHOOL YEAR
2024–2025 APPLICATION AND PROCESSING OF BILLING STATEMENTS**

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

1. Pursuant to Section XIV and Section XVII. d. of the Enclosure to DepEd Order (DO) No. 020, s. 2023 titled Guidelines on the Implementation of the Senior High School Voucher Program (SHS VP), this DepEd Memorandum seeks to guide the DepEd implementers, private senior high schools (SHSs), parents/guardians, and learners on the timeline for the implementation of the SHS VP for the School Year (SY) 2024–2025 while DO 020, s. 2023 is still in effect and observed.
2. The application for SHS VP commences annually prior to the beginning of the SY. Eligible voucher applicants (VAs) shall submit their applications online through the Online Voucher Application Portal (OVAP) with the link <https://ovap.peac.org.ph>. This can only be accessed at the start of the application period.
3. With the adjustments made in the school calendar for SY 2023–2024 through the issuance of DO 003, s. 2024 titled Amendment to DepEd Order No. 022, s. 2023 (Implementing Guidelines on the School Calendar and Activities for the School Year 2023–2024), the timeline for the application for SHS VP in SY 2024–2025 is as follows:

Date	Activity
May 16, 2024	Start of Application
June 2, 2024	Deadline for Creation of OVAP account
June 4, 2024	Deadline for Submission of Documentary Requirements and the Deadline for Application
July 12, 2024	Posting of Application Result and Start of Releasing of Qualified Voucher Applicant (QVA) Certificate

Releasing of QVA Certificates is **until September 13, 2024** only.

4. For learners who fall under the categories stated below, VAs may submit their Certificate of Completion (CoC) Certificate of Rating (CoR), or Alternative Learning System (ALS) Form 5 (AF5) through the OVAP until **August 30, 2024**.

Category E : Learners who passed the ALS Accreditation and Equivalency (ALS A&E) Test for Grade 10 not earlier than 2018 and had not previously enrolled for Grade 11 or ALS learners who passed the Presentation Portfolio Assessment (PPA) for Grade 10

Category F : Learners who passed the Philippine Educational Placement Test (PEPT) for Grade 10 not earlier than 2016 and had not previously enrolled for Grade 11 or learners who will take the PEPT for Grade 10 in upcoming SY.

5. For learner eligibility, learner categories, documentary requirements, voucher application procedure, and other SHS VP details, please refer to DO 020, s. 2023.

6. The Government Assistance and Subsidies Service (GASS) and the Private Education Assistance Committee National Secretariat (PEAC NS) process the billing statements for SHS VP submitted by the private participating schools. The timeline for processing the SHS VP billing statements is the same as the Educational Service Contracting (ESC). As such, this DepEd Memorandum also includes the timelines for the processing of billing statements for ESC and Teachers' Salary Subsidy (TSS) in SY 2024–2025 to be followed by the participating private schools, DepEd implementers, and the PEAC NS:

a. For ESC and SHS VP:

Date	Activity
September 1, 2024	Opening of the Voucher Management System (VMS) and Information Management System (IMS) for the Creation of Billing Statements
November 8, 2024	Deadline for Creation of Billing Statements
November 15, 2024	Deadline for Submission to PEAC Regional Secretariat (RS)
November 22, 2024	Deadline for Submission to PEAC NS
November 29, 2024	Deadline for Submission to Government Assistance and Subsidies Service (GASS)

b. For Teachers' Salary Subsidy (TSS)

Date	Activity
February 1, 2025	Opening of the Information Management System (IMS) for Creation of Billing Statements
March 28, 2025	Deadline for Creation of Billing Statements
April 4, 2025	Deadline for submission to PEAC Regional Secretariat (RS)

April 11, 2025	Deadline for Submission to PEAC NS
April 25, 2025	Deadline for Submission to Government Assistance and Subsidies Service (GASS)

7. The processes that need to be undertaken by the voucher program-participating SHSs before, during, and after the payment of subsidy are provided for in DO 020, s. 2023.

8. For more information, all concerned may contact the **Office of the Undersecretary for Finance** through email address usec.financebpm@deped.gov.ph or the **Government Assistance and Subsidies Service** through email address gass@deped.gov.ph.

9. Immediate dissemination of this Memorandum is desired.

By Authority of the Secretary:



Annalyn M. Sevilla
ANNALYN M. SEVILLA
 Undersecretary

References:

- DepEd Order (Nos. 003, s. 2024; 022, and 020, s. 2023)
- DepEd Memorandum No. 038, s. 2023

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

- LEARNERS
- PAYMENT
- PROGRAMS
- REQUIREMENTS
- RULES AND REGULATIONS
- SENIOR HIGH SCHOOL
- TEACHERS