DIVISION MEMORANDUM
No. 037's. 2018

To: Public Secondary School Principals
This Division

From: ROY ANGELO E. GAZO, CESO V
Schools Division Superintendent

Date: July 2, 2018

Subject: DIVISION SENIOR HIGH SCHOOL GRADUATES TRACER STUDY AND BASIC RESEARCH ON SENIOR HIGH SCHOOL PROGRAM IMPLEMENTATION

1. To ensure a responsive curriculum implementation, this office will conduct Division Senior High School Graduates Tracer Study for the first batch of graduates SY 2017 – 2018 and Basic Research on Senior High School Program Implementation, pursuant to Regional Memo. No. 287 s. 2018.

2. The research aims to:
   a. track the graduates of Senior High School for SY 2017 – 2018 and;
   b. ensure evidenced-based decision-making in program adjustments, interventions and initiatives.

3. The timeline for submission of documents is indicated below:

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 28 – July 3, 2018</td>
<td>SHS Baseline Data (Monitoring of Key Performance Indicators – Submitted and validated)</td>
</tr>
<tr>
<td>September 18, 2018</td>
<td>Submission SHS Graduates Tracer Study to the Division Office (Division SHS Coordinator)</td>
</tr>
<tr>
<td>October 5, 2018</td>
<td>SHS Graduates Tracer Study (Division Level Consolidation)</td>
</tr>
<tr>
<td>November 5, 2018</td>
<td>Submission of Basic Research on SHS Program Implementation to Division Office</td>
</tr>
<tr>
<td>November 15, 2018</td>
<td>Submission of Basic Research on SHS Program Implementation to the Regional Office</td>
</tr>
</tbody>
</table>

4. The School Principals shall validate and consolidate the data and submit the soft copy through a link and hard copy to the Division Office through the Division Senior High School Coordinator.

5. Immediate dissemination of and strict compliance with this Memorandum to all concerned is highly enjoined.
REGION MEMORANDUM
No. ___061___,  s. 2018

SENIOR HIGH SCHOOL GRADUATES TRACER STUDY
AND BASIC RESEARCH ON SENIOR HIGH SCHOOL
PROGRAM IMPLEMENTATION

To: Schools Division Superintendents
This Region

1. To strengthen the culture of research in basic education, the
Department of Education Region X will conduct the Senior High School
Graduates Tracer Study for the first batch of graduates SY 2017-2018
and Basic Research on Senior High School Program Implementation.

2. The research aims to achieve the following objectives:

   a. To track the graduates of the Senior High School for SY 2017-2018; and
   b. To ensure evidence-based decision-making in program
      adjustments, interventions, and initiatives.

3. The timeline for the submission of documents is indicated below:

<table>
<thead>
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<tr>
<td>May 18, 2018</td>
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4. Enclosed is the SHS Graduates Tracer Study.

5. The following is the Basic Research Template:

   I. Title Page
   II. Abstract
   III. Acknowledgement
   IV. Introduction of the Research
V. Literature Review
VI. Research Questions
VII. Scope and Limitation
VIII. Research Methodology
   a. Sampling
   b. Data Collection
IX. Discussion of Results and Recommendations
X. Dissemination and Advocacy Plans
XI. References

5. The Senior High School Coordinators shall validate and consolidate the data and submit the soft copy thru ninian1@yahoo.com and hard copy to the Department of Education Regional Office X thru the Curriculum and Learning Management Division (CLMD), Zone 1, Fr. Masterson Avenue, Upper Balulang, Cagayan de Oro City.

6. For further inquiries, please contact the Education Program Supervisor in Araling Panlipunan, CLMD, DepEd Region X, at 08822-714576 or through e-mail address: ninian1@yahoo.com.

7. Immediate and wide dissemination of this Memorandum is desired.

ALLAN G. PASTIDO
Director IV

Reference:
Republic Act No. 10533, Enhanced Basic Education Act of 2013

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

CURRICULUM PROGRAMS

naa/clmd
Dear Graduate:

Good day! Please answer this GTS questionnaire as accurately and frankly as possible by checking the box corresponding to your response. Your answer will be used for research purposes in order to assess graduate employability and eventually, improve course/program offerings for your Alma Matter. Your answers to this survey will be treated with strictest confidentiality.

**SENIOR HIGH SCHOOL GRADUATE TRACER STUDY (GTS)**

**A. GENERAL INFORMATION**
1. Name _____________________________
2. Permanent Address _____________________________
3. E-mail Address _____________________________
4. Civil Status
   - [ ] Single
   - [ ] Separated
   - [ ] Married
   - [ ] Widow
5. Sex
   - [ ] Male
   - [ ] Female
6. Birthday _____________________________
   - [ ] Month
   - [ ] Day
   - [ ] Year
7. Present Residence
   - [ ] City
   - [ ] Municipality

**B. EDUCATIONAL BACKGROUND**
8. Track/Strand Completed in SHS: _____________________________
9. Specialization Completed in SHS: _____________________________
   - Qualification: [ ] NC I
   - [ ] NC II
   - [ ] COC
   - [ ] None

**EMPLOYMENT DATA**
10. Are you presently employed?
   - [ ] Yes (Date: ________________)
   - [ ] No
   If NO, proceed to Question 12.
   If YES, proceed to Question 13.

11. Please state the reason(s) why you are not yet employed. You may check more than one answer.
   - [ ] Enrolled to College
   - [ ] No job opportunity
   - [ ] Family concern and decided not to find a job
   - [ ] Did not look for a job
   - [ ] Health-related reason(s)
   - [ ] Lack of Work experience
   - [ ] Others, please specify _____________________________

12. Present Employment Status
   - [ ] Regular/ Permanent
   - [ ] Contractual
   - [ ] Temporary
   - [ ] Self - Employed
   - [ ] Casual

13. If employed, what skills acquired in SHS were able to apply in your work?
14. Were you adequately prepared by your present job by the program you attended at SHS?
   □ Yes    □ No

15. Present Occupation

_________________________________________________________________________

16. Name of employer / industry including the address

_________________________________________________________________________

17. Place of Work:    □ Local    □ Abroad

18. Is this your first job after SHS?   □ Yes   □ No

   If YES, proceed to Questions 20 & 21
   If NO, proceed to Questions 22 and 23

19. What are the reasons for staying on the job? You may check more than one answer.
   □ Salaries and benefits    □ Family influence
   □ Career challenge        □ Peer Influence
   □ Related to special skill □ Proximity to residence
   □ Related to course or study □ Others reasons, pls. specify________

20. Is your first job related to the specialization you took up in SHS?
   □ Yes    □ No

21. If No, what were you reasons for accepting the job? You may check more than one answer.
   □ Salaries and benefits    □ Proximity to residence
   □ Career challenge        □ Related to special skill
   □ Others reasons, pls. specify____________

22. How long did you stay in your first job?
   □ Less than one month
   □ 1 to 6 months

   Others reasons, pls. specify____________

23. How did you find your first job?
   □ Response to an advertisement    □ Arrange by school officials
   □ As walk-in applicant            □ Family business
   □ Jobs Fair

   Others reasons, pls. specify________

24. How long did it take you to land your job?
   □ Less than one month
   □ 1 to 6 months

   Others reasons, pls. specify________

25. Do you encounter any major problem/s in your job assignments?    □ Yes    □ No

   If “Yes”, please specify the problems briefly:

_________________________________________________________________________

26. What are your suggestions/recommendations to improve the quality of the SHS program?

_________________________________________________________________________

THANK YOU VERY MUCH