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RECORDS SECTION
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DIVISION MEMORANDUM
No. 1391, s. 2026

CREATION OF SCHOOL HEAD USER ACCOUNT FOR THE REDEVELOPED ENHANCED BASIC EDUCATION INFORMATION SYSTEM (EBEIS)

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd) continues to aim to provide improved information systems and related services across all governance levels. In line with this, the Policy and Planning Service – Education Management Information Division (PPS-EMISD), through School Governance and Operation Division – Planning and Research Section (SGOD-PRS) will be creating a user account for the redeveloped Enhanced Basic Education Information System (eBEIS).

2. In this regard, this Office requests all **School Heads** to fill in the school and school head information to be used for eBEIS user account creation through **https://bit.ly/eBEIS_v2**. Once school head user account is created, the login credentials will be communicated to the school head's DepEd email account. School Head will check the **Inbox** for an email containing login credentials. If the email is not in your Inbox, check **Spam** or **Junk Email folder.**

3. For further details and clarifications, please coordinate with SGOD-PRS.

4. For information and appropriate action.

MA. JEANY T. ABAYON
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

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

DATA SYSTEM REDEVELOPED ENHANCED

CamScanner