



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**



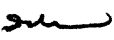
Region XI  
City Schools Division of Digos  
Roxas Corner Lopez-Jaena Streets, Digos City  
Telefax: 082 553 8396

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DIVISION MEMORANDUM

No. 535, s. 2016

TO: **CID Chief**  
**Public Schools District Supervisors**  
**Education Program Supervisors**  
**Public Secondary School Heads**

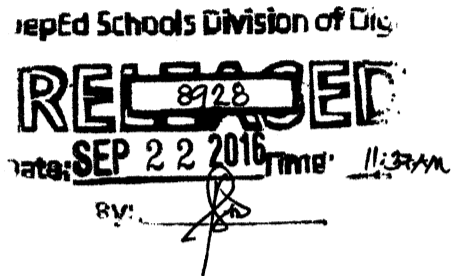
FROM:   
**DEE D. SILVA, DPA, CESO VI**  
Schools Division Superintendent *DEP*

SUBJECT: **ADMINISTRATION OF THE TEST OF ENGLISH PROFICIENCY FOR TEACHERS AND PROCESS SKILLS TEST IN SCIENCE AND MATHEMATICS FOR THE SCHOOL YEAR 2016-2017**

DATE: September 22, 2016

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1. Pursuant to DepEd Memorandum No. 127, s. 2016, the Department of Education through the Bureau of Education Assessment (BEA) with the assistance of the division and school personnel, shall administer the **Test of English Proficiency for Teachers (TEPT) and Process Skills Test (PST) in Science and Mathematics to all Grades 7 and 8 public school teachers in Science and Mathematics from September to December 2016 on Saturdays and/or Sundays.** The BEA shall provide the date of the examination while the testing center be determined by the Schools Division Superintendent.
2. With this, you are hereby directed to submit **List of Teachers handling Science and Mathematics in Grade 7 and Grade 8 in alphabetical order regardless of sex by grade level** following the attached template on or before **October 7, 2016.**
3. In the conduct of the **TEPT and PST**, the Division Testing Coordinator (DTC) will serve as the Chief Examiner, while Education Program Supervisors and Secondary School Principals as Room Examiners. The teacher-examinees shall be given **one day service credit** as provided in **DepEd Order No. 53, s. 2003** entitled **Updated Guidelines on Grant of Vacation Service Credits to Teachers.**
4. The test shall last for **3 hours and 30 minutes.** Each examinee should bring lead **pencils No. 2, clean sheet of paper and a sharpener** and must know the **School ID** of his/her respective school.
5. For more information, attached is a copy of the rationale of the test.
6. Immediate dissemination of this Memorandum is desired.





Republic of the Philippines  
**Department of Education**

16 AUG 2016

DepEd MEMORANDUM  
No. **127**, s. 2016

**ADMINISTRATION OF TEST OF ENGLISH PROFICIENCY FOR TEACHERS  
AND PROCESS SKILLS TEST IN SCIENCE AND MATHEMATICS  
FOR THE SCHOOL YEAR 2016-2017**

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

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA) with the assistance of schools divisions and public secondary schools personnel, shall administer the **Test of English Proficiency for Teachers (TEPT) and Process Skills Test (PST) in Science and Mathematics** to all Grades 7 and 8 public school teachers in Science and Mathematics by cluster from September to December 2016 on Saturdays and/or Sundays. The BEA shall provide the dates, venues, and clustering of regions.
2. The BEA's authorized forwarder/courier shall deliver the test materials at least two weeks before the test administration, except for the schools division offices (SDOs) of the National Capital Region, where the delivery shall be five days before the test administration. The same forwarder/courier shall retrieve all the test materials one week after the conduct of the test. Hence, all SDOs are instructed to ensure that the test materials are ready for pick-up/retrieval by the authorized forwarder/courier.
3. In the conduct of the TEPT and PST, the Division Testing Coordinator (DTC) will serve as the Chief Examiner, while the Education Supervisors and Secondary School Principals as Room Examiners. The teacher-examinees shall be given one day service credit as provided in DepEd Order No. 53, s. 2003 entitled *Updated Guidelines on Grant of Vacation Service Credits to Teachers*.
4. Prior to the conduct of the TEPT-PST, a national conference will be held to ensure proper and standardized test administration and resolve related concerns. BEA shall inform all schools divisions of the schedule and venue.
5. Travel expenses and allowable expenses shall be charged to BEA Funds, subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of this Memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region XI  
City Schools Division of Digos



**LIST OF TEPT-PST EXAMINEES FOR SY 2016-2017**

NO	FAMILY NAME	FIRST NAME	MIDDLE INITIAL	SEX	GRADE LEVEL	SUBJECT TAUGHT	
						SCIENCE	MATH

Prepared by:

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School Testing Coordinator

NOTED:

\_\_\_\_\_  
School Principal

## Teacher's English Proficiency Test (TEPT) and Process Skills Test (PST) in Science and Mathematics

### TEPT-PST: Overview

2016

#### Rationale

The administration of the TEPT-PST to teachers nationwide is significantly meant to identify baseline information on the training needs of the said teachers in the implementation of the K to 12 Program of the Department especially in the use of English as a medium of instruction in teaching the major subjects.

#### Teacher's English Proficiency Test (TEPT)

##### Description

- It is an English proficiency test which is administered for one hour and thirty minutes.
- It is a multiple-choice type of test comprising of **90 items** distributed in three subtests as follows: Structure (15 items), Written Expression (25 items), and Reading Comprehension (50 items).

- Reading Comprehension.** This measures the ability to understand what has been stated directly; to analyze, interpret and criticize what has been read; to recognize reasonable application of principles or opinions expressed by the author; to make inferences, generalizations and conclusions; and to detect and evaluate the means by which the author tries to put his ideas across.

- Structure.** This measures how the parts of speech are used and put together or organized as a modifier or used in the sentence.
- Written Expression.** This subtest is designed to assess one's ability and skill in the use of English in written form (e.g. use of present progressive form of verb, etc.).

#### Process Skills Test (PST) in Science and Math

##### Description

- It measures the general or basic knowledge and ability of the teachers in science and mathematics.
- It is a 40-item multiple choice test with a one-hour time allotment
- It focuses on 13 process skills such as observing; classifying; inferring; predicting; measuring / quantifying; communicating; interpreting data; analyzing data; evaluating; experimenting; making conclusions; making models; and defining operationally.

#### Standard Setting

##### ✓ The Criteria for the Proficiency Level

Percentage	Descriptive Equivalent
76% - 100%	High
51% - 75%	Moderate
26% - 50%	Low
0 - 25%	Very Low

#### Target Examinees and Timeline

Target Examinees*	School Year
Grades 7 and 8	2016-2017

\* Only public school teachers with permanent positions (nationally funded)