

24-116894



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

CID-2024-*DSD* __

To : Assistant Schools Division Superintendent
 Chief Education Supervisors, CID and SGOD
 Public Schools District Supervisor (PSDS)
 Division Testing Coordinator (DTC)
 Health and Nutrition Unit (HNU) Concerned
 Elementary and Secondary School Heads
 All Others Concerned

Subject : **ADMINISTRATION OF THE 2023 REGULAR PHILIPPINE
 EDUCATIONAL PLACEMENT TEST (PEPT)**

Date : February 12, 2024

In reference to DepEd Memorandum No. 008, s. 2024, the field is hereby informed on the **Administration of the 2023 Regular Philippine Placement Test (PEPT) on February 18, 2024 (Sunday) at Digos City National High School (DiCNHS), Rizal Avenue, Digos City.**

Below is the list of **Testing Personnel** involved in the activity:

<i>Name of Personnel</i>	<i>Position</i>	<i>Role</i>
1. Melanie P. Estacio, CESO VI	Schools Division Superintendent	
2. Eleser D. Mateo	Public Schools District Supervisor	Division Testing Coordinator
3. Elizabetha R. Bueron	Secondary School Principal IV	School Head of the Testing Center
4. Rofelia de Mesa	Guidance Coordinator II	Room Examiner
5. Ruben Evarretta	Project Development Office II	Support Staff
6. Mae Laarni Torres	Guidance Counselor III	Support Staff
7. Dhelmie Christine Penas	Nurse II	Support Staff (Nurse on Duty)
8. Reyzen O. Monserate	SEPS-SMM&E	Monitoring & Evaluation

A **meeting** with the **Testing Personnel** will be conducted on **February 14, 2024 (Wednesday) from 10:00 AM to 12:00 NN** via Google Meet at <https://meet.google.com/yjh-isvz-kik>.

Attached is the said DepEd Memorandum for the details.



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
 Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170
 | (082)553-8375

To ensure the readiness of the Testing Center, the Testing Personnel shall **inspect and prepare the testing room and distribution room** located at DiCNHS on **February 17, 2024 (Saturday) starting 8:00 in the morning.**

Service credits will be granted to all teacher participants, while Compensatory Overtime Credits (COC) will be granted to supervisors and other non-teaching personnel for the services rendered during Saturday and Sunday (per DepEd No. 53, s. 2023).

Travel, meals and other incidental expenses of the participants involved in the activity will be charged against BEA Downloaded Funds/ local funds, all subject to the usual accounting and auditing rules and regulations.

For your information and strict compliance.

Melanie P. Estacio
DR. MELANIE P. ESTACIO, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent *850*

DepEd Schools Division of Digos City
RECORDS SECTION
RECEIVED
24-116894
DATE: FEB 14 2024 TIME: 10:41 am
BY: *[Signature]*

Enclosed: As stated.
CID/PSDS/EDM



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Republic of the Philippines
Department of Education

FEB 02 2024

DepEd MEMORANDUM
No. **008**, s. 2024

**ADMINISTRATION OF THE 2023 REGULAR PHILIPPINE EDUCATIONAL
PLACEMENT TEST**

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher, and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA), announces the **Administration of the 2023 Regular Philippine Educational Placement Test (PEPT)** on **February 11, 2024**, for Luzon testing centers, and on **February 18, 2024**, for Visayas and Mindanao testing centers.
2. The PEPT is a nationally administered assessment for learners in special circumstances. The result of this assessment will allow these learners to access or resume schooling and/or obtain certification of completion by grade level in the DepEd formal system.
3. The target registrants for PEPT are the following:
 - a. Learners from schools without a government permit,
 - b. Learners from nonformal and informal education programs,
 - c. Learners who have incomplete or no record of formal schooling,
 - d. Learners with back subjects,
 - e. Learners who need grade-level standards assessment, and
 - f. Learners who are overage for their grade levels.
4. **No test registration fees** shall be collected from the test registrants in reference to DM-CT-2023-028.
5. Pursuant to Section 6 (Grade Level Placement Assessment) of DepEd Order No. 55, s. 2016 titled Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program, the placement of the Regular PEPT qualifiers shall take effect in the next or subsequent school year, not during the current school year when the test was administered.

Test Registration

6. The test registration shall be done in select schools division offices (SDOs) starting from the date this Memorandum is published until **February 5, 2024**.

7. The Regular PEPT Registration Form can be downloaded from <https://bit.ly/RegPEPTForm>.

8. The Division Testing Coordinators (DTCs) shall be in charge of the evaluation of documents and ensure that the documentary requirements of each registrant are complete. Below are the requirements for specific types of test registrants.

a. For new test-takers

- i. Original and one photocopy of the **birth certificate** duly authenticated and issued by the Philippine Statistics Authority (formerly National Statistics Office) or by the Local Civil Registrar
- ii. Original and one photocopy of the **permanent school record** (e.g., SF10/Form 137) signed by the school principal/registrar/school administrator)
- iii. **Certificate of attendance in intervention programs**, or any proof of schooling (if applicable)
- iv. Two identical and recently taken 1x1 colored **ID pictures** with name tags.
- v. One copy of the accomplished **Regular PEPT Registration Form**

b. For test retakers

- i. Original and one photocopy of the **PEPT Certificate of Rating** (for applicants who need to retake a PEPT subtest)
- ii. Two identical and recently taken 1x1 colored **ID pictures** with name tags.
- iii. One copy of the accomplished **PEPT Registration Form**

9. Examinees whose test score in one subject is lower than 75% may be allowed to retake the failed subtest within six months from the date of examination. On the other hand, examinees whose test scores in two or three subjects are lower than 75% are required to retake all the subtests.

10. A Certificate of Rating (COR) shall be issued to each test-taker. Information regarding the release of results shall be announced in another Memorandum.

Testing Centers, Test Materials, and Number of Registrants

11. The testing centers shall be located in select SDOs.

12. Some SDOs shall have more than one testing center.

13. BEA shall allocate the number of test materials per SDO, and designated testing center based on the actual number of test registrants.

14. The DTCs are required to submit to BEA the actual number of Regular PEPT registrants for the allocation and packing of test materials in the warehouse.

15. The Excel template to be used in the submission of the **actual number of test registrants** per testing center and updated names of testing centers (if applicable) can be downloaded from <https://bit.ly/TestingCenterAndRegistrants>.

16. The Excel template shall be uploaded on **February 7, 2024** to this link: <https://bit.ly/RegularPEPT2023> using the filename: [Region]_[Division]_2023 Regular PEPT Updated Testing Centers & Actual Number of Registrants.

Virtual Orientation

17. BEA shall schedule a virtual orientation about the evaluation of PEPT documentary requirements and test administration guidelines. The orientation shall be attended by the Regional Testing Coordinators, DTCs, and other key testing personnel who will be involved in the test administration. The virtual orientation details shall be announced in a separate Advisory.

18. Health and safety protocols must be followed in all the activities to be done.

19. For more information, please contact the **Bureau of Education Assessment-Education Assessment Division** through email at bea.ead@deped.gov.ph or at telephone number (02) 8631-2589.

20. Immediate dissemination of this Memorandum is desired.

By Authority of the Secretary:


GINA O. GONONG
Undersecretary

Reference:

DepEd Order (No. 55, s. 2016)

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

ASSESSMENT
BASIC EDUCATION
CERTIFICATION
FEES
LEARNERS
RULES AND REGULATIONS
SCHOOLS
TEST

