



Republic of the Philippines  
Department of Education  
REGION X - NORTHERN MINDANAO  
SCHOOLS DIVISION OF LANA O DEL NORTE

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DIVISION MEMORANDUM  
No. 201 s. 2025

**ADMINISTRATION OF THE NATIONAL ACHIEVEMENT TEST  
(NAT) GRADE 6 FOR SCHOOL YEAR 2024-2025**

To: Assistant Schools Division Superintendent  
Curriculum Implementation Division (CID)  
School Governance and Operations Division (SGOD)  
Public Schools District Supervisors (PSDSs) /In-charge  
Public & Private Elementary School Heads  
All Others Concerned

1. Pursuant to **DepEd Memorandum No. 024, s. 2025**, regarding the administration of the **National Achievement Test for Grade 6 (NAT G6) for the School Year 2024-2025**, this division, through the School Governance and Operations Division (SGOD), shall administer the NAT G6 to all Grade 6 learners (census) in all public and private elementary schools with permit on **March 31 to April 11, 2025** as testing window
2. To ensure proper test administration, all Public Schools District Supervisors (PSDSs), Public Elementary School Heads, Private Elementary School Administrators, and School Testing Coordinators (STCs) are required to attend a **Virtual Orientation on the Test Administration Guidelines** at One O'clock in the afternoon using the link <https://tinyurl.com/natg6ldn>. Each school is advised to use a single Microsoft Teams account to accommodate all participants.
3. School Head as chief examiner shall prepare the testing rooms 30 armchairs, board erasers, chalk, list of examinees with stamp received in the Division Office to be posted near the door and board work (test timing). It is advised that during examination day, the testing center should be free from other school activities. Only testing staff/room examiners/facilitators/monitors are allowed on the testing premises during the examination day.



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4. The schedule of the testing activities are as follows:

Testing Activities	Time	Date
Distribution of Test Materials at the Division Office (submit 2 copies BEA Form 1 per school in one district and 1 copy oath of confidentiality for testing personnel)	8:00AM-12:00Noon	April 2, 2025 – One Central School by Municipality
Distribution of Test Materials at the District Office	1:00PM-3:00PM	For Private Schools – April 2, 2025 For Public Schools -April 4, 2025 or April 7, 2025
Test Administration	7:00AM - 1:00 PM	April 3, 2025 for Private Schools April 7, 2025 for Public Schools
Retrieval of Test Materials at the District Office	2:00PM-4:00PM	April 3, 2025 for Private Schools April 7, 2025 for Public Schools
Retrieval of Test Materials at the Division Office (submit 1 copy of list of actual test takers/examinees with reasons indicated for the learners failed to take the test)	8:00AM-11:00AM	April 8, 2025 One Central School by Municipality
Packing the Test Materials	1:00PM - 4:00PM	April 8, 2025

5. The following testing staff/ facilitators/ monitors shall serve on the examination day to ensure the smooth and safe conduct of the test:

- Division Top Management
- Division Testing Coordinator (DTC)
- Private Schools Coordinator
- SDO Personnel assigned.
- School Head of the testing center/ School Testing Coordinator
- Room Examiners/School personnel/ nurse in-charge for health concerns/Guard/ utility as testing support staff
- Other testing personnel.

6. Attached is the list of testing staff/room examiners/monitors/support staff.





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7. Travelling, meals and other expenses incurred thereto shall be charged against Division MOOE/ local funds/ Program Support Funds subject to usual accounting and auditing rules and regulations.
8. For queries and other concerns related to the conduct of NAT G-6, you may coordinate with the Division Testing Coordinator with cellphone number 09177795131.
9. This Memorandum shall serve as the **TRAVEL ORDER** of the testing staff and monitoring personnel.
10. Immediate dissemination of and strict compliance with this Memorandum to all concerned is highly enjoined.

**EDWIN R. PARIBOJOC, EdD, CESO V**  
Schools Division Superintendent

Incl:

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



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Republic of the Philippines  
**Department of Education**  
BUREAU OF EDUCATION ASSESSMENT

Office of the Director

Advisory No. 014 s. 2025

18 March 2025

## ADVISORY

### Extension of the Testing Window for the Administration of the National Achievement Test for Grade 6 for School Year 2024-2025

1. Pursuant to DepEd Memorandum (DM) No. 024, s. 2025 titled **Administration of the National Achievement Test for Grade 6 (NATG6) for School Year (SY) 2024-2025**, in compliance with DepEd Order No. 55, s. 2016 titled Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program, this Bureau announces the **extension of the testing window for NATG6** to public and private elementary schools operating with permit.

Testing Window	Extension Period
March 31 & April 1-4, 2025	April 7-11, 2025

2. The **extended testing window** allows the Schools Division Offices (SDOs) to administer the NATG6 within the inclusive dates indicated in Item 1 in consideration of the School Calendar for SY 2024-2025.
3. For more information, contact BEA-EAD at telefax number (02) 8631-2589 or email [bea\\_ead@deped.gov.ph](mailto:bea_ead@deped.gov.ph)
4. Immediate dissemination of this Advisory is desired.

**KEVIN CARL P. SANTOS, PhD**  
Director IV



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