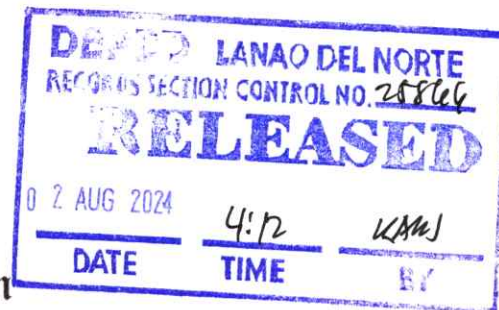




Republic of the Philippines
Department of Education
REGION X
SCHOOLS DIVISION OF LANA DEL NORTE



JULY 26, 2024

DIVISION MEMORANDUM

No. 348, s. 2024

**ADMINISTRATION OF THE 2024 SPECIAL PHILIPPINE
EDUCATIONAL PLACEMENT TEST (PEPT)**

To: Assistant Schools Division Superintendent
Chief ES- Curriculum Implementation Division
Chief ES- Schools Governance and Operations Division
Public Elementary and Secondary School Heads
Private Elementary and Secondary School Heads
All Others Concerned

1. This has reference to DepEd Order No. 55, s. 2016 and DepEd Memorandum No. 034, s. 2024 titled Administration of the 2024 Special Philippine Educational Placement Test (PEPT). The Division Office, through the SGOD- School Management Monitoring and Evaluation Section, shall administer the Special Philippine Educational Placement Test (PEPT). The schedule will be on August 11, 2024 at Lanao del Norte National Comprehensive High School.

2. The following are learner's category who are eligible to take PEPT:
- Learners from schools without government permit.
 - Learners from nonformal and informal education programs
 - Learners who have incomplete or no record of formal schooling
 - Learners with back subjects
 - Learners who need grade-level standards assessment, and
 - Learners who are overage for their grade levels.

3. To register, learners should submit the following documentary requirements:

For new registrants/test-takers:

- Completed PEPT Registration Form
*Accomplished PEPT Registration Form (download the PEPT Registration Form from <https://bit.ly/SpecialPEPT2024>). No registration fee is required.
- Birth Certificate
*Original and one (1) photocopy of Birth Certificate duly authenticated issued by the Philippine Statistics Office Authority (PSA) or Local Civil Registrar.



Address: Pigcarangan, Tubod, Lanao del Norte
Telephone No.: (063) 227-6150



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REGION X
SCHOOLS DIVISION OF LANAOS DEL NORTE

- c) Permanent School Record (SF10/Form signed by the School Principal/Administrator/Registrar)
 - *Original and one (1) photocopy of the permanent school record,
 - Form 137 (Transcript of Records with school seal and signature of principal/administrator/registrar)
 - Form 138 (Report Card with school seal and signature of principal/administrator/registrar)
- d) ID Pictures
 - *Two (2) pieces identical and recently taken 1x1 colored ID pictures with name tag.
 - Form 138 (Report Card with school seal and signature of principal/registrar)
- e) School Permit: Photocopy of School Permit to Operate/Government Recognition (for applicants from private schools)
- f) Endorsement letters from the SDO (if learners from school without government permit)

For retakers & PEPT passers only:

- a) Completed Registration Form
 - b) Original and one photocopy of the PEPT Certificate of Result (COR); and
 - c) Identical and recently taken 1x1 colored ID pictures with name tag (2 pcs).
4. Screening and submission of the requirements shall be on or before **August 6, 2024 (Friday)** at SGOD- M&E Section, DepEd Division Office, Pigcarangan, Tubod, Lanao del Norte.
5. The guidelines on test administration, evaluation of PEPT documentary requirements, test administration, including roles and responsibilities of the testing personnel will be discussed during the virtual orientation on **Aug. 2, 2024 (Friday)** @ 9:00 o'clock in the morning using the links <https://bit.ly/virtual2024specialpept>.
6. For queries and other concerns, please contact Ivy T. Jumawan, SEPS-School Management Monitoring & Evaluation and Division Testing Coordinator with cellphone number 09177795131.
7. Immediate and wide dissemination of this Memorandum is desired.

EDWIN R. MARIBOJOC, EdD, CESO V
Schools Division Superintendent



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17. The **List of Special PEPT 2024 Testing Centers** is provided in the Enclosure, for reference.
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**, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City, 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 

Encl.:

As stated

References:

DepEd Order (No. 55, s. 2016)
DepEd Memorandum No. 049, s. 2023

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

ACCREDITATION
BASIC EDUCATION
EXAMINATION
LEARNERS
REQUIREMENTS
RULES AND REGULATIONS
SCHOOLS
TEST



Republic of the Philippines
Department of Education

JUL 15 2024

DepEd MEMORANDUM

No. **034**, s. 2024

**ADMINISTRATION OF THE 2024 SPECIAL 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 2024 Special Philippine Educational Placement Test (PEPT)** on **August 4, 2024**, for Luzon testing centers, and on **August 11, 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 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.

5. The placement of the PEPT qualifiers for this special test administration shall take effect in the current school year when the test is administered pursuant to Section 6 (Grade Level Placement Assessment) 2.b. 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.

Test Registration

6. The test registration shall be done in select schools division offices (SDOs) starting from the date this Memorandum is published until **July 24, 2024**.

7. The Special PEPT Registration Form can be downloaded from <https://bit.ly/SpecialPEPTReg>. Registrants shall submit the documentary requirements to the Division Testing Coordinator (DTC) at the nearest SDO. 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. Certified True Copy 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 color **ID pictures** with name tags
- v. One copy of the accomplished **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 color **ID pictures** with name tags
- iii. One copy of the accomplished **PEPT Registration Form**

8. The DTCs shall be in charge of the evaluation of the documentary requirements. He/She must ensure the completeness of the requirements and the accuracy of the evaluation for each registrant.

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 the examination.

10. A Certificate of Rating (COR) shall be issued to each test-taker.

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 testing center based on the actual number of test registrants.

14. The DTCs are required to submit to BEA the actual number of Special 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 **July 22, 2024**, to this link: <https://bit.ly/SpecialPEPT2024> using the filename: [Region]_[Division]_2024 Special PEPT Updated Testing Centers & Actual Number of Registrants.