



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

DIVISION MEMORANDUM

NO. 041, s. 2024

FEB 06 2024

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

To: Assistant Schools Division Superintendent
CID & SGOD Chiefs
Public Schools District Supervisors
Public and Private School Heads
All Others Concerned

1. Anent DepEd Memorandum No. 008, s. 2024 titled ADMINISTRATION OF THE 2023 REGULAR PHILIPPINE EDUCATIONAL PLACEMENT TEST (PEPT), this Office, through the School Governance and Operations Division (SGOD) will administer the 2023 Regular PEPT on February 18, 2024 at ERAMS-West. The Pre-Test will start at 6:30 am.
2. **No test registration fees** shall be collected from the test registrants.
3. The **Regular PEPT Registration form** is attached to this Memorandum.
4. For queries and concerns, contact the SEPS or EPS II of School Management Monitoring and Evaluation through the contact numbers 09216613354 and 09952712055 respectively.
5. Immediate dissemination of and compliance with this Memorandum are desired.

MICHELL L. ACOYONG, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



Republic of the Philippines
Department of Education
BUREAU OF EDUCATION ASSESSMENT

*** LEM's Copy ***

REGULAR PHILIPPINE EDUCATIONAL PLACEMENT TEST

REGISTRATION FORM

| | | | | | |
|---|--|--|---|--|--|
| Name of Registrant/ Examinee | Last Name | | First Name | | M.I. |
| | No., Street, Barrio, Town, Province/City | | Age | Sex <input type="checkbox"/> Male <input type="checkbox"/> Female | Person with Disability (PWD) <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Mailing Address | Date of Birth (Month/Date/Year) | | Contact Number | Date of Examination (Month/Date/Year) | |
| Name and Address of School Last Attended | | | Last Grade Level Completed <small>To be filled out by the Division Testing Coordinator</small> | Grade Level/s to Take <small>To be filled out by the Division Testing Coordinator</small> | |
| Place and Date of Registration | | | Examination Center | | |
| <div style="border: 1px solid black; padding: 5px; width: fit-content;">1" x 1" Picture</div> <p>INSTRUCTIONS TO THE PEPT TESTING COORDINATOR</p> <ol style="list-style-type: none"> Before signing this form, please ensure that all entries on Age, Last Grade Level Completed, and Grade Level/s to Take are legible and correct. Detach Registrant's Copy and give it to the applicant. To verify the identification of the registrant, keep the LEM's Copy and give it to the Chief Examiner on the examination day. NO REGISTRATION FEE <p>I hereby declare under oath that I have personally accomplished this Registration Form and that by affixing my name below, I am certifying that all documents attached to this application are a faithful reproduction of the original, and that all statements and information provided therein are complete, accurate, and correct to the best of my knowledge. I am assuming full responsibility and accountability for the correctness of the details provided and for the document's authenticity.</p> <p>_____</p> <p>Signature over Printed Name of Registrant/Examinee</p> | <p style="text-align: center;"><small>To be filled out by the Division Testing Coordinator</small></p> <p style="text-align: center;">CHECK DOCUMENTS SUBMITTED</p> <div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;">For NEW PEPT REGISTRANTS</p> <p><input type="checkbox"/> Birth Certificate (NSO/PSA or Local Civil Registrar)</p> <p><input type="checkbox"/> School Records (SF10/F137 signed by the School Principal/Registrar/Administrator)</p> <p><input type="checkbox"/> Identical and recently taken 1x1 colored ID pictures with name tag (2pcs.)</p> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p style="text-align: center;">For retakers and PEPT passers only</p> <p><input type="checkbox"/> Certificate of Rating (COR)</p> <p><input type="checkbox"/> Identical and recently taken 1x1 colored ID pictures with name tag (2pcs.)</p> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p style="text-align: center;">Additional requirements for PEPT Validation purposes only</p> <p><input type="checkbox"/> Endorsement Letters</p> <p style="padding-left: 20px;"><input type="checkbox"/> School Division Office</p> <p style="padding-left: 20px;"><input type="checkbox"/> Regional Office</p> </div> | | | | |
| | 2023 | | | | |



Republic of the Philippines
Department of Education
BUREAU OF EDUCATION ASSESSMENT

*** Registrant's Copy ***

REGULAR PHILIPPINE EDUCATIONAL PLACEMENT TEST

REGISTRATION FORM

| | | | | | |
|---|--|--|---|--|--|
| Name of Registrant/ Examinee | Last Name | | First Name | | M.I. |
| | No., Street, Barrio, Town, Province/City | | Age | Sex <input type="checkbox"/> Male <input type="checkbox"/> Female | Person with Disability (PWD) <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Mailing Address | Date of Birth (Month/Date/Year) | | Contact Number | Date of Examination (Month/Date/Year) | |
| Name and Address of School Last Attended | | | Last Grade Level Completed <small>To be filled out by the Division Testing Coordinator</small> | Grade Level/s to Take <small>To be filled out by the Division Testing Coordinator</small> | |
| Place and Date of Registration | | | Examination Center | | |
| <div style="border: 1px solid black; padding: 5px; width: fit-content;">1" x 1" Picture</div> <p>NOTES:</p> <ol style="list-style-type: none"> Upon registration, the Registration Officer will inform you of the examination date and venue. Complete all the information in the Registration Form. On the examination day, the examinee must be in the venue at 7:30 A.M. Bring this form and at least two (2) pieces no. 2 pencils. <p style="text-align: center;">Certified True and Correct:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">DIVISION TESTING COORDINATOR Signature Over Printed Name</p> | | | | | |
| | 2023 | | | | |



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. GOMONG
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

