



Republic of the Philippines
Department of Education

Region V – Bicol

SCHOOLS DIVISION OFFICE OF CAMARINES NORTE



January 30, 2024

DIVISION MEMORANDUM

No. **017** s. 2024

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

To: Asst. Schools Division Superintendent
Chief Education Supervisors-CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Private Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to DepEd Memorandum No. 054, s. 2019, re: Schedule of National Assessment of Student Learning for the K to 12 Basic Education Program (BEP), and DepEd Advisory dated January 22, 2024, the Bureau of Education Assessment (BEA) in coordination with the Schools Division Office shall administer the 2023 Regular Philippine Educational Placement Test (PEPT), **for FREE** on February 11, 2024 at Daet Elementary School.

2. **The target registrants** for PEPT are the following:
- Learners from schools without a 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,
 - Learners who are overage for their grade levels.

3. Registrants shall submit the documentary requirements to Ms. Amy B. Dumail, Division Testing Coordinator (DTC), with office at the Library Hub of DepEd SDO Camarines Norte **starting January 30 until February 7, 2024**. Below are the requirements for specific types of test registrants:

- For new test takers
 - Original and one photocopy of birth certificate duly authenticated and issued by the PSA formerly NSO or by the local Civil Registrar
 - Certified true copy of SF10/Form 137 signed by the school head/registrar/school administrator
 - Certificate of attendance in intervention programs or any proof of schooling, if applicable
 - Two identical and recently taken 1x1 colored ID pictures with name tag
 - One copy of the accomplished Regular PEPT Registration Form
- For test retakers (test takers last Dec. 10, 2023 are not qualified to take)
 - Original and one photocopy of the PEPT Certificate of Result (for applicants who need to retake PEPT subtest)
 - Two identical and recently taken 1x1 colored ID pictures with name tag
 - One copy of the accomplished Regular PEPT Registration Form

4. Registration form can be downloaded from <https://bit.ly/RegPEPTForm>.



Eco Athletic Field, F. Pimentel Ave., Daet, Camarines Norte 4600

(054) 440-1772/ (054) 440-4464

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DepEd Camarines Norte



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5. School Heads are expected to facilitate the registration of the qualified learners from their school by massive information campaign regarding the test registration requirements.
6. Examinees are advised to be at the venue at 6:30 in the morning and bring the following:
 - a) detached copy of the PEPT application form;
 - b) no. 2 lead pencil with eraser
 - c) snacks and lunch
7. The Composition of the Division Testing Personnel and the List of Examinees will be released as enclosures 1 and 2 respectively. The **orientation** on the conduct of this Special PEPT for the **Testing Personnel** is on **February 9, 2024, 9:00 AM** at SDO Library Hub.
8. All personnel involved in the preparation and administration of the test shall be entitled to **service credits/Compensatory Overtime Credit (COC)** as stipulated in the Joint CSC and DBM Circular No. 01, s. 2015, DILG Circular No. 08, s. 2016 and DepEd Order No. 53, s. 2003.
9. All expenses incurred in this activity shall be charged to BEA/NASBE Funds subject to the usual government accounting and auditing rules and procedures.
10. For more information, please contact the Ms. Amy Dumail, DTC through email at amy.dumail@deped.gov.ph or at CP#09088637490.
11. Immediate dissemination of this Memorandum is desired.

CRESTITO M. MORCILLA, CESO V
Schools Division Superintendent

By authority of the SDS:

Atty. NINO B. RARO
SGOD Chief
Officer In-Charge



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