



Department of Education  
Region VII, Central Visayas  
**DIVISION OF CITY SCHOOLS - TAGBILARAN CITY**  
City of Tagbilaran



September 15, 2014

Division Memorandum  
No. 168 s. 2014

ADMINISTRATION OF THE 2014 PHILIPPINE EDUCATIONAL PLACEMENT TEST (PEPT)

To: Education Program Supervisors I / Division Coordinators  
Public Schools District Supervisor  
Heads of Public and Private Elementary and Secondary Schools  
Administrative Officer V

1. In consistent with Education for All (EFA) goals, the Department of Education (DepEd) through the National Education Testing and Research Center (NETRC) will administer the **2014 Philippine Educational Placement Test (PEPT)** on *November 30, 2014* (Sunday) at Tagbilaran City Science High School, Miguel Parras Extension, Tagbilaran City.

2. Registration shall be at the DepEd – Tagbilaran City Division Office, Second Floor, Old City Hall Building, Tagbilaran City until October 10, 2014 (Friday). Application Forms may be secured from the Division Testing Coordinator, Mr. John Ariel A. Lagura of the said office or from the School Principal Offices.

3. The requirements of each registrant are as follows:

a. **Accomplished Registration Form (PEPT Form 1);**

b. **Birth Certificate:** issued by the NSO or the Local Civil Registrar duly authenticated (original and 2 photocopies). The original copies of the Birth Certificate will be returned to the registrant after authenticating the photocopies. Other documents can be accepted: Baptismal Certificate, Certification from the Barangay and a Joint Affidavit. Likewise, the provisions from the Memo on Special Cases are considered.

c. **School Records** (original and 2 photocopies)

Elementary Level: Form 137 or Form 138

Secondary Level: Form 137

Both records should bear the school seal and signature of principal/registrar. Certification from the School Head is not allowed.

d. **ID pictures** (size 1" x 1"): two identical, recently taken preferably with name label and not scanned ID pictures with image proportionate to the size; photo should be pasted in the Registration Forms (not stapled).

e. **School Permit:** Photocopy of School Permit to Operate/Government Recognition (for applicants from Private Schools) – 1 photocopy for applicants coming from the same school.

f. **Registration Fee:** PhP 50.00

4. Prospective registrants are children and youth who are Filipino citizens and whose age and grade/year level completed are as follows:

Grade/Year Level Passed/ Completed	Normal Age (at the end of the SY)	Age on the Date of Examination	Grade/Year Level to be Tested (as starting level)
None (NS)	-	At least 7 years old	Grade I
Grade I	7 years old	At least 8 years old	Grade II
Grade II	8 years old	At least 9 years old	Grade III
Grade III	9 years old	At least 10 years old	Grade IV
Grade IV	10 years old	At least 11 years old	Grade V
Grade V	11 years old	At least 12 years old	Grade VI
Grade VI	12 years old	At least 13 years old	Grade VII
Grade VII	13 years old	At least 14 years old	Grade VIII
Grade VIII	14 years old	At least 15 years old	Third Year
Third Year	15 years old	At least 16 years old	Fourth Year

5. On examination day, the test will start exactly at 7:30 a.m. Test Takers are advised to bring the Applicant's copy of the Registration Form, 2 pencils (lead no. 2), and snacks and lunch that they can eat during the break.

6. Immediate dissemination of this Memorandum is desired.

  
**EVANGEL M. LUMINARIAS, Ph.D.**  
Schools Division Superintendent