



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



May 14, 2018

Division Memorandum
 No. 29, s. 2018

ADMINISTRATION OF THE 2018 SPECIAL PHILIPPINE EDUCATIONAL
 PLACEMENT TEST (PEPT)

To: OIC, Office of the Assistant Schools Division Superintendent
 Chiefs of Divisions, CID and SGOD
 Education Program Supervisors I / Division Coordinators
 Public Schools District Supervisor
 Heads of Public and Private Elementary and Secondary Schools

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA), and with the assistance of personnel from the schools division offices (SDOs) and schools, will administer the **2018 Special Philippine Educational Placement Test (PEPT)** for *free* on June 10, 2018 (Sunday) at Dr. Cecilio Putong National High School, Carlos P. Garcia Avenue, Tagbilaran City. This is in commemoration of the 120th Celebration of Philippine Independence Day,

2. Registration shall be at the Curriculum Implementation Division (CID) of DepEd – Tagbilaran City Schools Division Office, Second Floor, Old City Hall Building, Tagbilaran City until June 1, 2018 (Friday). Application Forms may be secured from the Division Testing Coordinator, Mr. John Ariel A. Lagura of the said office.

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/registrant. 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.

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

Grade Level Passed/ Completed	Normal Age (at the end of the SY)	Age on the Date of Examination	Grade Level to be Tested (as starting level)
None (No Schooling)	-	At least 6 years old	Kindergarten
Kindergarten	6 years old	At least 7 years old	Grade 1
Grade 1	7 years old	At least 8 years old	Grade 2
Grade 2	8 years old	At least 9 years old	Grade 3
Grade 3	9 years old	At least 10 years old	Grade 4
Grade 4	10 years old	At least 11 years old	Grade 5
Grade 5	11 years old	At least 12 years old	Grade 6
Grade 6	12 years old	At least 13 years old	Grade 7
Grade 7	13 years old	At least 14 years old	Grade 8
Grade 8	14 years old	At least 15 years old	Grade 9
Grade 9	15 years old	At least 16 years old	Grade 10

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.

VIRGINIA C. ZAPANTA, Ed.D., CESO-V
 Schools Division Superintendent



PHILIPPINE EDUCATIONAL PLACEMENT TEST

NO.		REGISTRATION FORM				LEM's Copy	
Surname		First Name				MI	
Mailing Address: No., Street, Barrio, Town, Province/City		Contact No.		Age	Sex		
Date of Birth		LRN (if any)		Date of Examination			
Name and Address of School Last Attended			Grade Level Completed/Finished		Division Code		
Place and Date of Registration			Purpose of Examination				
			<input type="checkbox"/> Placement	<input type="checkbox"/> Validation	<input type="checkbox"/> Subject Completion		
Examination Center							

Division Testing Coordinator's Signature Over Printed Name

Applicant's Signature Over Printed Name

INSTRUCTION TO THE PEPT DIVISION TESTING COORDINATOR



JUNE 2018

- Before signing this form, please see to it that all entries especially those on Date of Birth, Age and Grade Level Finished are legible and correct.
- Detach Applicant's Copy and give it to the applicant.
- Keep the LEM's Copy and give it to the Chief Examiner on examination day for applicant verification purposes.
- Verify through LIS if the school where the learner comes from has a government permit.
- For learners from private schools without government permit, place the endorsement letter from the Regional Office inside each ETRE.

CHECK(✓) DOCUMENT/S SUBMITTED

- Birth Certificate
- School Record/s
 - Secondary - Form 137
 - Elementary - Form 137/138
- ID Pictures



PHILIPPINE EDUCATIONAL PLACEMENT TEST

NO.		REGISTRATION FORM				Applicant's Copy	
Surname		First Name				MI	
Mailing Address: No., Street, Barrio, Town, Province/City		Contact No.		Age	Sex		
Date of Birth		LRN (if any)		Date of Examination			
Name and Address of School Last Attended			Grade Level Completed/Finished		Division Code		
Place and Date of Registration			Purpose of Examination				
			<input type="checkbox"/> Placement	<input type="checkbox"/> Validation	<input type="checkbox"/> Subject Completion		

Examination Center

Applicant's Signature Over Printed Name

NOTES:

- Fill-out all blanks in the Registration Form.
- Upon registration, the Registering Official will inform you of the place where you are to take the PEPT.
- On examination day, the test will start exactly at 7:30 a.m. Bring with you this form and 2 lead pencils. You may also bring snacks and lunch that you can take during the break.



JUNE 2018

Certified True and Correct:

Division Testing Coordinator's Signature Over Printed Name