



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



September 2, 2019

Division Memorandum  
No. 426 s. 2019

ADMINISTRATION OF THE PHILIPPINE EDUCATIONAL PLACEMENT TEST

To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
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) will administer the **Philippine Educational Placement Test (PEPT)** on *November 24, 2019 (Sunday)* at Dr. Cecilio Putong National High School, Carlos P. Garcia Avenue, Tagbilaran City.
2. The PEPT is an equivalency test wherein learning experiences gained out of school are given equivalency and placement in the formal school system by grade level that is appropriate for the examinee's age and ability. This move will encourage him/her to continue and finish basic education and eventually to pursue senior high school if he/she so desires.
3. The target clientele of PEPT or those who may be qualified to take the test are learners:
  - a) from schools without a government permit;
  - b) from nonformal and informal education programs;
  - c) who have incomplete or no record of formal schooling;
  - d) who have back subjects;
  - e) who need grade level standards assessment; or
  - f) who are overage for their grade levels.
4. Registration shall be at the Curriculum Implementation Division, Second Floor, Schools Division Office – Tagbilaran City, Rajah Sikatuna Avenue, Dampas,, Tagbilaran City until October 4, 2019 (Friday). Application Forms may be secured from the Division Testing Coordinator, Mr. John Ariel A. Lagura of the said office.
5. 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. Other documents can be accepted: Baptismal Certificate, Certification from the Barangay and a Joint Affidavit. Likewise, the provisions from the Memo on Learners with Special Needs are considered.
  - c. **School Records**  
Elementary Level: Form 137 or Form 138  
Secondary Level: Form 137
  - 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; to be pasted on the Registration Forms
  - 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

6. 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

7. 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.

8. Board and Lodging of monitors from the Bureau of Education Assessment of DepEd Central Office will be charged against Division MOOE subject to the usual accounting and auditing rules and regulations.

9. Immediate dissemination of this Memorandum is desired.

  
**NERI C. OJASTRO, Ed.D., CESE**  
 OIC, Schools Division Superintendent
 
