



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division  
Superintendent**

March 12, 2024

DIVISION MEMORANDUM  
No. 173, s. 2024

**CORRECTIONS AND CLARIFICATIONS TO DEPED MEMORANDUM NO. 13, S. 2024**  
(Administration of the Fiscal Year 2023 National Qualifying Examination for School Heads)

To: Chief, CID and SGOD  
All Public Elementary and Secondary School Heads  
All Others Concerned

1. Pursuant to Regional Memorandum No.190 s.2024 dated March 06, 2024, this office disseminates Corrections and Clarifications to DepEd Memorandum No. 13, s. 2024 (Administration of the Fiscal Year 2023 National Qualifying Examination for School Heads), contents of which are self-explanatory, for the information and compliance concerned.
2. For details, please see attached memorandum.
3. For information and widest dissemination.

**WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent

WDB/JAL/SGOD/MCC/jpp



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Republic of the Philippines  
**Department of Education**  
 REGION VII - CENTRAL VISAYAS

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DEPED TAGBILARAN CITY DIVISION  
 SDS OFFICE  
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 BY   /  /   DATE 3/8/2024

Office of the Regional Director

**REGIONAL MEMORANDUM**

No. **190** s. 2024

06 MAR 2024

**CORRECTIONS AND CLARIFICATIONS TO DEPED MEMORANDUM NO. 13, S. 2024**  
 (Administration of the Fiscal Year 2023 National Qualifying Examination  
 for School Heads)

To: Schools Division Superintendents  
 Assistant Schools Division Superintendents  
 All Others Concerned

- Attached is DepEd Memorandum No. 14, s. 2024 titled **Corrections and Clarifications to DepEd Memorandum No. 13, s. 2024** (Administration of the Fiscal Year 2023 National Qualifying Examination for School Heads), contents of which are self-explanatory, for the information and compliance of all concerned.
- Refer to the enclosed communication for details.
- For immediate and wide dissemination.

**SALUSTIANO T. JIMENEZ JD, EdD, CESO V**  
 Director IV  
 Regional Director

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DepEd Tayo Region VII

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Republic of the Philippines  
Department of Education

MAR 04 2024

DEPED MEMORANDUM  
No. **014** S. 2024

**CORRECTIONS AND CLARIFICATIONS TO DEPED MEMORANDUM NO. 013, S. 2024**  
(Administration of the Fiscal Year 2023 National Qualifying Examination  
for School Heads)

1. To: DepEd Secretaries,  
Assistant Secretaries,  
Bureau and Service Directors,  
Regional Directors,  
Schools Division Superintendents,  
Public Elementary and Secondary School Heads,  
All Offices concerned.

2. The Department of Education (DepEd) issued **DepEd Memorandum (DM) No. 013, s. 2024** titled **Administration of the Fiscal Year 2023 National Qualifying Examination for School Heads**, dated February 26, 2024, which covered the schedule of the Fiscal Year 2023 National Qualifying Examination for School Heads, including the specific academic qualifications, and online application process.

3. However, the following items of the said Memorandum are corrected and clarified:

a. **Item 5**

5. All aspiring school heads, regardless of their current positions, are qualified to apply as takers of NQESH, provided that the applicants meet the qualification requirements and have acquired any of the following requirements as of **February 29, 2024**, consistent with (D) 39, s. 2003 titled **Modified Qualification Standards for the Positions of Head Teachers and Principals**, and (D) 41, s. 2016:

- a. One year as Head Teacher, or
  - b. Two years as Master Teacher, or
  - c. Two years as Teacher in Charge (TIC), or
  - d. Ten- (10) -year experience for five years as follows:
    - i. Teacher III or other teacher positions with same salary grade, or
    - ii. Incumbent public school teacher who has managerial and supervisory experience in a DepEd-recognized private institution or Commission on Higher Education (CHED)-recognized higher education institution; or
    - iii. **Aggregate experience as Head Teacher, TIC, Master Teacher, and Teacher III.**
- e. **Assistant School Principal with issued appointment without NQESH eligibility.**

b. Item 6, b

6. b Assistant School Principal with issued appointment without NQESH eligibility.

c. Item 7

7. FY 2021 NQESH takers who belong to Category B shall no longer take the examination. Upon completion of their coaching and mentoring sessions, they will undergo an evaluation and certification process by the National Educators Academy of the Philippines (NEAP), while FY 2021 NQESH takers who belong to Category C shall NOT be allowed to take the test this year and are encouraged to undergo professional development intervention. A separate guideline from the NEAP will be issued for this purpose.

For more accessibility, the link of the **NQESH Online Application System (NQESH-OAS) Applicant User Guide** is revised. The file shall now be accessed through this link:

<https://bit.ly/FY2023NQESHApplicantResources>

For more information, please contact the **Bureau of Human Resource and Organizational Development-Human Resource Development Division**, 4th Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [bhrod.hrdd@deped.gov.ph](mailto:bhrod.hrdd@deped.gov.ph).

Immediate dissemination of this Memorandum is desired.

By Authority of the Secretary



**WILFREDO E. CABRAL**  
Regional Director

Officer-in-Charge, Office of the Undersecretary  
for Human Resource and Organizational Development

References

DepEd Order Nos. 97, s. 2011; 41, s. 2016; 19, s. 2016; and 007, s. 2023  
DepEd Memorandum Nos. 1013, s. 2024; 100, s. 2022 and 025, s. 2023

To be indicated in the Perpetual Index  
under the following subjects:

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TEACHERS