



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
**SCHOOLS DIVISION OF OZAMIZ CITY**

February 5, 2024



**DIVISIONAL MEMORANDUM**

No. 053, s. 2024

**DISSEMINATION OF DEPED MEMORANDUM NO. 008, s. 2024  
“Administration of the 2023 regular Philippine Educational  
Placement Test”**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors (SGOD and CID)  
Public Elementary and Secondary School Heads  
Other Concerned Personnel  
This Division

1. For the information and guidance of all concerned, this Office disseminates the attached DepEd Memorandum No. 008, s. 2024, re: Administration of the 2023 Regular Philippine Educational Placement Test on February 18, 2024, for Visayas and Mindanao Testing Centers. SDO Ozamiz was given 20 slots only for the said test.
2. Queries relative to this matter can be channeled to Johnnel A. Guangco, Education Program Supervisor and Division Testing Coordinator at 09956245000.
3. Immediate and wide dissemination of this Memorandum is desired.

  
**NIMFA R. LAGO, PhD., CESO VI**   
Assistant Schools Division Superintendent  
OIC, Office of the Schools Division Superintendent

Encl.: As Stated  
Reference: DO 008, s. 2024  
To be indicated in the Perpetual Index  
Under the following subjects:

**ADMINISTRATION**

**PEPT**

**TEST**

SBC/DM\_\_\_DISSEMINATION OF DEPED MEMORANDUM NO. 008, s. 2024 “Administration of the 2023 regular Philippine Educational Placement Test”



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Republic of the Philippines  
**Department of Education**

FEB 02 2024

DepEd MEMORANDUM  
No. **008**, s. 2024

**ADMINISTRATION OF THE 2023 REGULAR PHILIPPINE EDUCATIONAL  
PLACEMENT TEST**

To: Undersecretaries  
Assistant Secretaries  
Minister, Basic, Higher, and Technical Education, BARMM  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public and Private Elementary and Secondary School Heads  
All Others Concerned

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA), announces the **Administration of the 2023 Regular Philippine Educational Placement Test (PEPT)** on **February 11, 2024**, for Luzon testing centers, and on **February 18, 2024**, for Visayas and Mindanao testing centers.
2. The PEPT is a nationally administered assessment for learners in special circumstances. The result of this assessment will allow these learners to access or resume schooling and/or obtain certification of completion by grade level in the DepEd formal system.
3. The target registrants for PEPT are the following:
  - a. Learners from schools without a government permit,
  - b. Learners from nonformal and informal education programs,
  - c. Learners who have incomplete or no record of formal schooling,
  - d. Learners with back subjects,
  - e. Learners who need grade-level standards assessment, and
  - f. Learners who are overage for their grade levels.
4. **No test registration fees** shall be collected from the test registrants in reference to DM-CT-2023-028.
5. Pursuant to Section 6 (Grade Level Placement Assessment) of DepEd Order No. 55, s. 2016 titled Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program, the placement of the Regular PEPT qualifiers shall take effect in the next or subsequent school year, not during the current school year when the test was administered.

## Test Registration

6. The test registration shall be done in select schools division offices (SDOs) starting from the date this Memorandum is published until **February 5, 2024**.

7. The Regular PEPT Registration Form can be downloaded from <https://bit.ly/RegPEPTForm>.

8. The Division Testing Coordinators (DTCs) shall be in charge of the evaluation of documents and ensure that the documentary requirements of each registrant are complete. Below are the requirements for specific types of test registrants.

### a. For new test-takers

- i. Original and one photocopy of the **birth certificate** duly authenticated and issued by the Philippine Statistics Authority (formerly National Statistics Office) or by the Local Civil Registrar
- ii. Original and one photocopy of the **permanent school record** (e.g., SF10/Form 137) signed by the school principal/registrar/school administrator)
- iii. **Certificate of attendance in intervention programs**, or any proof of schooling (if applicable)
- iv. Two identical and recently taken 1x1 colored **ID pictures** with name tags.
- v. One copy of the accomplished **Regular PEPT Registration Form**

### b. For test retakers

- i. Original and one photocopy of the **PEPT Certificate of Rating** (for applicants who need to retake a PEPT subtest)
- ii. Two identical and recently taken 1x1 colored **ID pictures** with name tags.
- iii. One copy of the accomplished **PEPT Registration Form**

9. Examinees whose test score in one subject is lower than 75% may be allowed to retake the failed subtest within six months from the date of examination. On the other hand, examinees whose test scores in two or three subjects are lower than 75% are required to retake all the subtests.

10. A Certificate of Rating (COR) shall be issued to each test-taker. Information regarding the release of results shall be announced in another Memorandum.

## Testing Centers, Test Materials, and Number of Registrants

11. The testing centers shall be located in select SDOs.

12. Some SDOs shall have more than one testing center.

13. BEA shall allocate the number of test materials per SDO, and designated testing center based on the actual number of test registrants.

14. The DTCs are required to submit to BEA the actual number of Regular PEPT registrants for the allocation and packing of test materials in the warehouse.
15. The Excel template to be used in the submission of the **actual number of test registrants** per testing center and updated names of testing centers (if applicable) can be downloaded from <https://bit.ly/TestingCenterAndRegistrants>.
16. The Excel template shall be uploaded on **February 7, 2024** to this link: <https://bit.ly/RegularPEPT2023> using the filename: [Region]\_[Division]\_2023 Regular PEPT Updated Testing Centers & Actual Number of Registrants.

### **Virtual Orientation**

17. BEA shall schedule a virtual orientation about the evaluation of PEPT documentary requirements and test administration guidelines. The orientation shall be attended by the Regional Testing Coordinators, DTCs, and other key testing personnel who will be involved in the test administration. The virtual orientation details shall be announced in a separate Advisory.
18. Health and safety protocols must be followed in all the activities to be done.
19. For more information, please contact the **Bureau of Education Assessment-Education Assessment Division** through email at [bea.ead@deped.gov.ph](mailto:bea.ead@deped.gov.ph) or at telephone number (02) 8631-2589.
20. Immediate dissemination of this Memorandum is desired.

By Authority of the Secretary:

  
**GINA O. GONGONG**  
Undersecretary

Reference:

DepEd Order (No. 55, s. 2016)

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

ASSESSMENT  
BASIC EDUCATION  
CERTIFICATION  
FEES  
LEARNERS  
RULES AND REGULATIONS  
SCHOOLS  
TEST

