



October 9, 2017

DIVISION MEMORANDUM  
No. 184, s. 2017**ACCREDITATION AND EQUIVALENCY (A&E) TEST REGISTRATION**

To: Acting Assistant Schools Division Superintendent  
CID & SGOD Chiefs  
Education Program Supervisors  
Public Schools District Supervisors  
Officers In-Charge of the District  
District ALS Coordinators  
Mobile Teachers

1. The Department of Education (DepEd) through the Bureau of Education Assessment (BEA) will conduct the Accreditation and Equivalency (A&E) Test in two levels: elementary and junior high school. The registration period is from October 2 to 25, 2017.
2. Qualified applicants for the A&E Test Elementary Level should be at least 12 years old and at least 16 years old for the Junior High School.
3. Pursuant to DepEd Order No. 55, s. 2016, the following may register:
  - a. Learners in the Alternative Learning System (ALS);
    - i. 2016 ALS program completers
    - ii. Non-passers in the previous A&E Tests who completed ALS program
    - iii. Those who completed ALS program but did not take the A&E Test in the previous test administration
  - b. Out-of-school children and youth who are prepared for assessment; and
  - c. Adults who are seeking for certification of learning
4. For those who wish to take the A&E Test for Junior High School Level without elementary certificate, they shall be advised to take certification for elementary level first.
5. The registration requirements are as follows:
  - a. Original and photocopy of Certification of ALS Program Completion issued by the learning facilitator (for ALS learners only). The prescribed format is found in Enclosure No. 1 of this memorandum.
  - b. Original and photocopy of Birth Certificate (NSO/PSA).
  - c. If copy of Birth Certificate from the Philippine Statistics Authority (formerly National Statistics Office) is not available, any of the following documents can be presented:
    - i. Baptismal Certificate;
    - ii. Voter's ID (with picture and signature)
    - iii. Valid Passport;
    - iv. Valid Driver's License; and
    - v. Any legal document bearing the applicant's picture, name and signature (e.g. NBI Clearance, Barangay Certificate, certification issued by barangay leaders / chieftain or learning facilitator)

d. Two (2) 1x1 identical ID photo (white background with name tag).


6. Interested applicants may go to the following Testing Centers from October 2-18, 2017 for registration, 8:00 a.m. to 5:00 p.m. and look for the following Registration Officers:

Name of Registration Center	Address	Registration Officers
<b>Capiz NHS</b> (for registrants from the 1 <sup>st</sup> Congressional district of Capiz and from the municipalities of Ivisan & Sapian)	Fuentes Drive, Roxas City	Ronald D. Dile Ma. Cecilia F. Balderama
<b>Sigma ES</b> (for registrants from the 2 <sup>nd</sup> Congressional district of Capiz)	Sigma, Capiz	Sherlita S. Evangelio Randy B. Capapas
<b>Bula BJMP</b> (for ALS learners at Bula BJMP)	Sigma, Capiz	Sherlita S. Evangelio Randy B. Capapas

9. ALS Mobile Teachers and District ALS Coordinators are advised to help in the dissemination of information and distribution of registration form. They are also requested to facilitate the issuance of Certificate of ALS Program Completion for ALS learners.

10. **NO PAYMENT SHALL BE COLLECTED** by anyone involved in the A&E Test Registration.

11. Immediate dissemination of this memorandum is desired.

  
**MIGUEL MAC D. APOSIN, Ed.D., CESO V**  
Schools Division Superintendent

Enclosures : As stated  
Reference : Memorandum DM-CI-2017-00312

Enclosure No. 1



Republic of the Philippines  
Department of Education  
Region VI – Western Visayas  
Schools Division of Capiz  
**DISTRICT OF** \_\_\_\_\_



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## CERTIFICATE OF ALS PROGRAM COMPLETION

This is to certify that \_\_\_\_\_ of \_\_\_\_\_  
*(Name)* *(Address)*

\_\_\_\_\_ has satisfactorily completed \_\_\_\_\_  
*(Specify ALS Program Level Completed)*

at \_\_\_\_\_ in \_\_\_\_\_  
*(Learning Center)* *(Address of Learning Center)*

on \_\_\_\_\_  
*(Date of ALS Program Completion)*

This certification is issued as one of the requirements for the Accreditation and Equivalency (A&E) Test Application.

\_\_\_\_\_  
Signature over Printed Name  
**Learning Facilitator**

\*Not Valid Without the SDO Dry Seal