



Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

Banica, Roxas City

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October 1, 2019

DIVISION MEMORANDUM

No. 21, s. 2019

**REGISTRATION AND ADMINISTRATION OF THE REGULAR PHILIPPINE
EDUCATIONAL PLACEMENT TEST (PEPT)**

To: Chiefs, CID & SGOD
Education Program Supervisors
Public Schools District Supervisors
Officers-In-Charge of the Districts
Heads of Elementary, Secondary and Integrated Schools
All Others Concerned

1. As per DepEd Order No. 55, s. 2016 entitled Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program, the Department of Education through the Bureau of Education Assessment (BEA) with the assistance of the Schools Division Office, shall administer the regular Philippine Educational Placement Test (PEPT) this November 2019. The schedule and venue will be announced later. The registration period is from October 2 to November 11, 2019.
2. Only youths/adults/pupils/students who have been out of school and overage in school by at least one (1) year and who are Filipino citizens shall be qualified for registration. The registering officials shall ensure that the requirements for registration are strictly enforced and complied with.
3. Aside from the prescribed necessary age, the prospective registrants should submit the following requirements upon registration (All documents must be counterchecked/verified against the original copies):
 - Birth certificate: Issued by the National Statistics Office (NSO)/ Philippine Statistics Authority (PSA) or Local Civil Registrar duly authenticated (original and two (2) photocopies);
 - ID pictures: Two (2) pieces of identical and recently taken (1x1" size);
 - School records (original and two (2) photocopies):
 - Elementary Level – SF 10 (Form 137) or SF 9 (Form 138)
 - Secondary Level – SF 10 (Form 137)**SF 10 (Form 137) (Transcript of Records with school seal and signature of principal/registrar)*
**SF 9 (Form 138) (Report Card with school seal and signature of principal/registrar)*
 - School permit: Photocopy of School Permit to Operate/Government Recognition (for applicants from private schools); and
 - Registration fee (non-refundable):
 - Regular administration (every November) – PhP50.00
4. Relative to this, PEPT Forms are now available at the Schools Division Office.
5. For clarification and inquiries, kindly email at ronald.dile001@deped.gov.ph or contact us at telephone number (036) 6216-118.
6. Immediate dissemination of this memorandum is desired.

DR. SALVADOR O. OCHAVO, JR., CESO V
Schools Division Superintendent