



Republic of the Philippines

Department of Education

REGION IV- A CALABARZON

CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

05 November 2025

DIVISION MEMORANDUM

No. **780** s. 2025

REGISTRATION OF THE REGULAR PHILIPPINE EDUCATIONAL PLACEMENT TEST

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public and Private Elementary Schools
Heads, Unit/Section
All Others Concerned

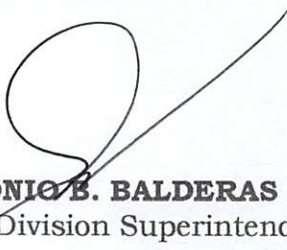
1. Pursuant to **DepEd Order No. 055, s. 2016** titled Policy Guidelines on the on the National Assessment of Student Learning for K to 12 Basic Education Program and **DepEd Memorandum No. 098 s. 2025** titled Administration of the Regular Philippine Educational Placement Test (PEPT), the City Schools Division of the City of Tayabas will conduct the registration on **November 5, 2025 until the week before the test administration.**
2. This activity aims to administer assessment for learners in special circumstances.
3. Target registrants for PEPT are the following:
 - a. Learners from schools without government permits.
 - b. Learners from non-formal 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 assessments.
 - f. Learners who are overage for their grade levels.
4. Pursuant to Section 6 (Grade Level Placement Assessment) of **DepEd Order No. 55 s. 2016**, the placement of the Regular PEPT qualifiers shall take effect in the next school year, not during the current school year when the test was administered.
5. **No test registration fees** shall be collected from the test registrants.
6. **No walk-in policy** shall be strictly implemented on the day of test administration to ensure test security, accurate evaluation, completeness of documentary requirements and orderly flow of services.
7. The Regular PEPT Registration Form can be downloaded from <https://bit.ly/BEAREgularPEPT>.
8. Below are the requirements for the 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 (PSA) formerly National Statistics Office or the Local Civil Registrar.
- ii. **Certified True Copy of the permanent record** (e.g., SF10/ Form 137) signed by the school principal / registrar/school administrator with dry seal.
- iii. **Certificate of Attendance in intervention programs**, or any proof of school (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 and PEPT passers

- i. Original and one photocopy of the **PEPT Certificate of Rating**.
- ii. **Two identical and recently taken 1x1 colored ID pictures** with name tags.
- iii. **One copy** of the accomplished Regular PEPT Registration Form.

9. Registration is on **first come, first serve basis only** due to limited allocation.
10. Expenses incurred during the orientation and administration of Regular PEPT shall be charged against existing available local funds subject to the usual accounting and auditing rules and regulations.
11. Immediate dissemination of this Memorandum is desired.


CELEDONIO B. BALDERAS JR. *Acc*
Schools Division Superintendent

Encl.: As stated

References: DM 055 s. 2016

DM 098 s. 2025

DepEd Order No. 55 s. 2016

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

REGISTRATION
PHILIPPINE EDUCATIONAL PLACEMENT TEST

SGOD- registration of the regular philippine educational placement test
SGO3C7S6-003785/November 5, 2025