



Republic of the Philippines  
Department of Education  
Region IV-A CALABARZON  
Province of Quezon  
**CITY SCHOOLS DIVISION OF TAYABAS**  
Luis Palad Comp., Brgy. Ipilan, Tayabas City



DEPED-TAY-DM-SGOD-18-325

TO : **CHIEFS, CID AND SGOD  
EDUCATION PROGRAM SUPERVISORS  
HEADS, PRIVATE, PUBLIC ELEMENTARY AND SECONDARY SCHOOLS**

FOR : **CATHERINE P. TALAVERA, CESO VI**  
Schools Division Superintendent

BY : **CONRADO C. GABARDA**  
Administrative Officer V

SUBJECT : **ADMINISTRATION OF THE 2018 SPECIAL PHILIPPINE EDUCATIONAL  
PLACEMENT TEST (PEPT)**

DATE : **October 2, 2018**

1. As per Deped Order No. 55, s. 2016 entitled Policy Guidelines on the National Assessment of Students 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 On-Site Philippine Placement Test (PEPT) for validation purposes for the School Year 2018-2019 at Luis Palad Integrated High School on November 2018.
2. PEPT Forms are available at the SGOD Office.
3. Aside from the prescribed age, the prospective registrants should submit the following requirements upon registration not later than 4:00 in the afternoon on October 5, 2018 4:00 at School Governance and Operations Office. (All documents must be evaluated and counterchecked by the School Head and will affix his/her signature. The Division Testing Coordinator will verify against the original copies):
  - a. A photocopy of birth certificate;
  - b. A photocopy of latest report card (elementary form 138) /form 137 (high school);
  - c. Two (2) identical 1X1" picture; and
  - d. A photocopy of Permit to Operate of the school (if from Private School)

**We, the personnel of the SDO Tayabas City commit to continuously SOAR HIGH.**

S-atisfy customers' needs O-ptimize the use of ICT enabled system A-dvocate in the promotion of healthy schools R-ender timely and responsive services  
H-elp create a child-friendly environment I-integrate QMS in all SDO activities G-overn gender sensitive workplace H-all quality standards

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4. Final date, room assignment, list of examinees, names of room examiners, names of room supervisors, technical working committee and orientation on the administration of the said test would be announced later through separate memorandum.
5. Cooperation of everyone is enjoined to ensure reliable and orderly administration of the PEPT.
6. Attached is a copy of DepEd No.55, s. 2016 for your perusal.
7. Immediate and wide dissemination of this Memorandum is desired.





Republic of the Philippines  
**Department of Education**

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30 JUN 2016

DepEd ORDER  
No. 55, s. 2016

**POLICY GUIDELINES ON THE NATIONAL ASSESSMENT OF STUDENT LEARNING  
FOR THE K TO 12 BASIC EDUCATION PROGRAM**

To: Undersecretaries  
Regional Directors  
Bureau Directors  
Directors of Services, Centers and Heads of Units  
Regional Directors  
Schools Division Superintendents  
Heads, Public and Private Elementary and Secondary Schools  
All Others Concerned

1. The Department of Education (DepEd) is adopting the enclosed **Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program**.

2. Assessment is the process of measuring learners' progress in the attainment of learning standards and 21<sup>st</sup>-century skills. The results of the various forms of assessment shall be used to quantify judgments on learners' academic performance.

3. The national assessment of student learning is an integral part of DepEd's assessment framework. It aims to:

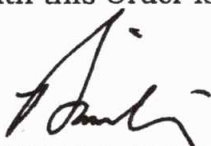
- a. monitor the Philippine education system and schools for public accountability;
- b. assess the effectiveness and efficiency of the delivery of education services using learning outcomes as indicators;
- c. provide information that will guide decisions on instructional practices;
- d. determine if learners are meeting the learning standards of the curriculum;
- e. measure students' aptitude and occupational interest for career guidance; and
- f. assess prior learning for placement, accreditation and equivalency.

4. Based on the aforementioned rationale of national assessment of student learning, DepEd will conduct the following assessments through the Bureau of Education Assessment:

- a. **Early Language, Literacy, and Numeracy Assessment** to be administered at the end of Grade 3 as a key stage assessment to determine if students are meeting the learning standards in early language, literacy, and numeracy;
- b. **Exit Assessments** to be administered in Grade 6, Grade 10 and Grade 12 to determine if learners are meeting the learning standards of the Elementary, Junior High School and Senior High School curriculum.



- c. **Career Assessment** to be administered in Grade 9 to determine learners' aptitudes and occupational interests for career guidance;
  - d. **Accreditation and Equivalency Assessment** to be taken by out-of-school youth and adults to certify completion of elementary and secondary education; and
  - e. **Grade Level Placement Assessment** for learners in special circumstances specified in Section 6 to determine their appropriate grade level in the formal system.
5. This DepEd Order covers the target clientele, purpose, design, test administration procedures, and utilization of results of each assessment tool administered to learners under the Philippine education system.
6. Effective **School Year (SY) 2016-2017**, the *Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program* shall be implemented in public and private elementary and secondary schools nationwide.
7. These guidelines will remain in force and in effect until **SY 2023-2024**, which is when the first K to 12 cohort completes Grade 12, unless sooner repealed, amended, or rescinded. All existing Orders and Memoranda on student learning assessment that are inconsistent with this Order are rescinded.
8. Immediate dissemination of and strict compliance with this Order is directed.

  
**BR. ARMIN A. LUISTRO FSC**  
Secretary

Encl.:

As stated

Reference:

DepEd Order No. 8, s. 2015

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

ASSESSMENT  
BASIC EDUCATION  
ELEMENTARY EDUCATION  
LEARNERS  
POLICY  
RULES AND REGULATIONS  
SCHOOLS  
SECONDARY EDUCATION  
STRAND: Curriculum and Instruction  
STUDENTS

## SECTION 6: Grade Level Placement Assessment

### 1. Test Results Utilization

The Philippine Education Placement Test (PEPT) is a nationally administered assessment for learners in special circumstances. The result of this assessment will allow these learners to: a) access or resume schooling and/or b) obtain certification of completion by grade level in the DepEd formal system. Specifically, it aims to fulfill the following purposes:

1. To establish that students have met learning standards for specific grade levels
2. To determine the appropriate grade level of learners in special circumstances in the formal school system
3. To assess competencies in academic areas gained through informal and non-formal means for entry or reentry into formal school
4. To assess competencies in academic areas for entry or reentry to formal school

The test must not be used for grade-level acceleration but for the aforementioned purposes only. For grade-level acceleration, kindly refer to DepEd Order No. 40, s. 2002, "Accelerated Learning Program for Public Elementary Schools".

### 2. Test Data Dissemination and Reporting

*Field Office Administration.* The Certificate of Rating (COR) of examinees who took the test in November shall be released to Division Offices not later than three months after the date of examination.

*Walk-in and Special Administration.* The COR of examinees in walk-in and special administrations shall be released after two weeks from the date of examination.

*Effectivity of Grade-level Placement of PEPT Qualifiers.* In reference to DepEd Order No. 49, s. 2013, the guidelines on the effectivity of the grade level placement of PEPT qualifiers are as follows:

- a. The placement of PEPT qualifiers who took the test during the field office, walk-in, and special administrations shall take effect in the next or subsequent school year, not during the current school year when the test was administered.
- b. The placement of the PEPT qualifiers who took the test during the special administration in celebration of the Philippine Independence Day (June 12) shall take effect in the same or current school year when the test was administered.

Moreover, the following data are to be indicated in Forms 137 and 138 of the PEPT qualifiers should they enroll in school:

"Placed/Reclassified in <u>      (Grade Level)      </u> on the basis of the PEPT results dated <u>      (Date of Examination)      </u> with Examinee No. <u>                                </u> ."
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In addition, the PEPT Certificate of Ratings (COR) should be attached to Forms 137 and 138 of the PEPT qualifiers for reference.

### **3. Test Design**

The test is a Multiple-choice type assessing 21st-century skills based on content learning areas (English, Filipino, Science, Mathematics and *Araling Panlipunan*). The Table of Specifications by subject area is prepared by BEA in consultation with the Bureau of Curriculum Development (BCD).

The test design shall be applicable for both regular learners and learners with special needs.

### **4. Test Development**

The test development process for all national student learning assessments is illustrated in **Section 7**.

### **5. Test Administration**

#### **5.1 Target Clientele**

The test may be administered to 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
- f. Learners who are overage for their grade levels

Learners with special needs may also be assessed provided that test accommodations as articulated in **Section 9** are met.

#### **5.2 Testing Centers and Test Administration Schedule**

*National Testing Center.* BEA shall serve as a registration and testing center for walk-in examinees all year round.

*Regional Testing Center.* Test administration under special arrangements should be coordinated with BEA. Placement exam will be administered when requested at the same time as other national assessments.

*Field Office Administration.* All examinees who register for the November examination shall take the test in designated testing centers in Schools Division



Offices. Division Testing Centers only administer the placement test once a year. The test shall be administered yearly by BEA every third Sunday of November (for the Luzon Cluster) and every fourth Sunday of November (for the Visayas and Mindanao Clusters) at designated division testing centers.

*Walk-in Administration.* BEA shall serve as a testing center for walk-in examinees. The test shall be open for registration to walk-in registrants all year round.

*Special Administration.* In some cases, the test may be administered at the school site provided expenses shall be shouldered by the requesting party. Such request should be endorsed by the Regional Office. The test may also be administered in juvenile centers, rehabilitation centers, jail facilities or wherever learning activities are conducted based on learners' needs. The test schedule for special test administration shall be determined by BEA and the requesting party.

### **5.3 Number of Examinees per Testing Room**

There shall be 20 examinees per testing room.

### **5.4 Testing Center Requirements**

The testing center must be located near the Division Office and accessible to the examinees. The testing center requirements are found in **Section 8**. Test accommodations for examinees with special needs are provided in **Section 9**.

### **5.5 Testing Personnel**

The specific duties and responsibilities of the aforementioned testing personnel are presented in **Section 10**.

### **5.6 Allocation, Delivery, and Retrieval of Test Materials**

The scheme in the allocation, delivery, and retrieval of test materials is presented in **Section 11**.

Specific test administration procedures including different forms to be accomplished before, during, and after the test are indicated in the Examiner's Handbook that will be distributed and discussed during the National Conference/Consultative Workshop of field testing personnel to be conducted by BEA. Schedule and venue of said conference/consultative workshop shall be announced through a memo.

## **6. Statistical Test Data Processing and Interpretation**

### **6.1 Data Processing**

The answer sheets retrieved from the Schools Division Offices shall be forwarded to BEA and shall be electronically processed.

### **6.2 Interpretation of Test Data**

The interpretation of scores shall be done through a conversion table of percentage scores that are based on the norms. The passing rate per subject area is 75%.

Examinees whose test score in one subject is lower than 75% may be allowed to retake the failed subtest within six months.