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**DIVISION MEMORANDUM**

**No. 53, s. 2016**

To: Chief Education Supervisors, SGOD & CID  
Education Program Supervisors  
District Supervisors/District In-charge  
Public and Private Elementary and Secondary School Heads  
Guidance Coordinators/Counselors/Designates  
All Others Concerned

Subject: **ADMINISTRATION OF THE 2016 SPECIAL PHILIPPINE EDUCATIONAL PLACEMENT TEST (PEPT)**

Date: May 2, 2016

1. Pursuant to DepEd Memorandum No. 53, s. 2016 re: **ADMINISTRATION OF THE 2016 SPECIAL PHILIPPINE EDUCATIONAL TEST (PEPT)**, the Department of Education through the Bureau of Education Assessment (BEA) and this Division shall administer the Special PEPT for **free** on June 19, 2016 (Sunday) 7: 00 A.M. at Iligan City Central School, Mahayahay, Iligan City.

2. Registration for the said test is now on-going until June 3, 2016. PEPT form can be availed through Division Testing Coordinator Roberto D. Napere Jr., Ph.D. at the office of the School Governance & Operations Division (SGOD).



3. The target clientele of the PEPT or those who may be qualified to take the test are Filipino citizens who are/have:

- a. Drop-outs (out-of-school) from the elementary and secondary schools for at least one year;
- b. Overage in-school children/youths by at least one year of their actual grade level;
- c. Never attended a formal school but can read and write; and
- d. Presently employed and in need of upgrading their academic level (Elem./Sec.) for re-entry into the formal school, job entry, job promotion, and self-fulfillment.

4. Applicants should fill-in a PEPT registration form and submit the same with the following attachments:

- a. Birth Certificate: issued by the Philippine Statistics Authority (PSA) or Local Civil Registrar duly authenticated (original and 2 photocopies)  
Other documents can be accepted: Baptismal Certificate, Certification from the Barangay and a Joint Affidavit.
- b. ID Pictures: 2 pieces - size 1"x1", identical, recently taken, preferably with name label and not scanned ID pictures with image proportionate to the size, photo should be pasted in the Registration Form (not stapled).
- c. School Records: (original and 2 photocopies with the seal of the school and signature of School Head)  
Elementary Level: Form 137 or Form 138  
Secondary Level: Form 137
- d. School Permit: Photocopy of School Permit to Operate/Government Recognition (for applicants from Private Schools)

5. Immediate dissemination of this Memorandum is desired.

  
**RANDOLPH B. TORTOLA, CESO VI**  
Schools Division Superintendent 

**PHILIPPINE EDUCATIONAL PLACEMENT TEST**

No.		REGISTRATION FORM			LEM's Copy	
Surname		First Name			MI	
Mailing Address		No., Street, Barrio, Town, Province/City			Age	
Date of Birth		Telephone/Celphone No.		Date of Examination		
Name and Address of School Last Attended			Grade/Year Level Completed/Finished		Division Code	
Place and Date of Registration						
Examination Center				Applicant's Signature Over Printed Name		
<b>INSTRUCTION TO THE PEPT DIVISION TESTING COORDINATOR</b>						
<div style="border: 1px solid black; padding: 5px; width: fit-content;">1"x 3" Picture</div>		1. Before signing this form, please see to it that all entries especially those on Age and Grade/Year Level Finished are legible and correct. 2. Detach Applicant's Copy and give it to the applicant. 3. Keep the LEM's Copy and give it to the Chief Examiner on examination day for applicant verification purposes.			<b>CHECK (✓) DOCUMENTS SUBMITTED</b> <input type="checkbox"/> Birth Certificate <input type="checkbox"/> School Record/s Secondary - Form 137 Elementary - Form 137/138 <input type="checkbox"/> ID Pictures <input type="checkbox"/> School Permit/Recognition in case of Private School	
JUNE 2016						

**PHILIPPINE EDUCATIONAL PLACEMENT TEST**

No.		REGISTRATION FORM			Applicant's Copy	
Surname		First Name			MI	
Mailing Address		No., Street, Barrio, Town, Province/City			Age	
Date of Birth		Telephone/Celphone No.		Date of Examination		
Name and Address of School Last Attended			Grade/Year Level Completed/Finished		Division Code	
Place and Date of Registration						
Examination Center				Applicant's Signature Over Printed Name		
<b>NOTES:</b> 1. Fill-out all blanks in the Registration Form 2. Upon registration, the Registering Official will inform you of the place where you are to take the PEPT. 3. On examination day, the test will start exactly at 7:30 a.m. Bring with you this form and 2 lead pencils. You may also bring snacks and lunch that you can take during the break.						
<div style="border: 1px solid black; padding: 5px; width: fit-content;">1"x 1" Picture</div>		<b>Certified True and Correct:</b>  Division Testing Coordinator's Signature Over Printed Name				
JUNE 2016						