February 02, 2024

Division MEMORANDUM
No. 603 , s. 2023

ADMINISTRATION OF THE 2023 REGULAR PHILIPPINE EDUCATIONAL PLACEMENT TEST (PEPT)

To : PSDSs/DICs
Elementary & Secondary School Heads
This Division

1. Pursuant to DO 55 s. 2016, the Department of Education, through the Bureau of Education Assessment BEA, announces the Administration of the 2023 Regular Philippine Educational Placement Test (PEPT) on February 18, 2024 at Gamut National High School as the testing venue.

2. The PEPT is a nationally administered assessment for learners in special circumstances. The result of this assessment will allow the learners to access or resume schooling and/or obtain certification of completion by grade level in the DepEd formal system.

3. The target registrants for PEPT are the following:
    a. Learners from schools without a government permit.
    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 assessment, and
    f. Learners who are overage for their grade level.

4. Below are the requirements for specific type of registrants:

    a. For new test-takers
        i. Original and a photocopy of the birth certificate duly authenticated and issued by the Philippine Statistics Authority or by Local Civil Registrar.
        ii. Original and one photocopy of the permanent record (e.g. SF 10/Form 137) signed by the school principal/registrar/school administrator.
        iii. Certification of attendance in intervention programs, or any proof of schooling (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
   i. Original and one photocopy of the PEPT Certification of Rating (for applicants who need to retake a PEPT subtest).
   ii. Two identical and recently taken 1x1 colored ID pictures with name tags.
   iii. One copy of the accomplished PEPT Registration Form.

5. The required documents shall be submitted at the Division Office on or before February 12, 2024.

6. Attached herewith is the copy of registration form for the Regular Philippine Educational Placement Test.

7. The examinees are advised to bring their ID, pencils and food for snacks and lunch on the day of the examination.

8. In this regard, there shall be an orientation among Testing Personnel on February 16 & 17, 2024 at the ALS DLRC of Tago 2 District.

9. Immediate & wide dissemination of this memorandum is highly desired.

LORENZO O. MACASOCOL, PhD, CESO V
Schools Division Superintendent

Encl.: As stated

Reference:

DO 55, s.2016

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

Philippine Educational Placement Test Assessment

JMO/DM-MEMO : 057 Feb 02, 2024

ADMINISTRATION OF THE 2023 REGULAR PHILIPPINE EDUCATIONAL PLACEMENT TEST (PEPT)

*** LEM's Copy ***

Republic of the Philippines
Department of Education
BUREAU OF EDUCATION ASSESSMENT

REGULAR PHILIPPINE EDUCATIONAL PLACEMENT TEST

REGISTRATION FORM

Name of Registrant/ Examinee	Last Name	First Name			M.I.
Mailing Address	No., Street, Barrio, Town, Province/City		Age	Sex	Person with Disability (PWD)
				☐ Male ☐ Female	☐ Yes ☐ No
Date of Birth (Month/Date/Year)	Contact Number		Date of Examination (Month/Date/Year)		
Name and Address of School Last Attended		Last Grade Level Completed		Grade Level/s to Take	
		To be filled out by the Division Testing Coordinator		*To be filled out by the Division Testing Coordinator*	
Place and Date of Registration		Examination Center			

1" x 1" Picture

INSTRUCTIONS TO THE PEPT TESTING COORDINATOR

1. Before signing this form, please ensure that all entries on **Age**, **Last Grade Level Completed**, and **Grade Level/s to Take** are legible and correct.
2. Detach **Registrant's Copy** and give it to the applicant.
3. To verify the identification of the registrant, keep the **LEM's Copy** and give it to the **Chief Examiner** on the examination day.
4. **NO REGISTRATION FEE**

I hereby declare under oath that I have personally accomplished this Registration Form and that by affixing my name below, I am certifying that all documents attached to this application are a faithful reproduction of the original, and that all statements and information provided therein are complete, accurate, and correct to the best of my knowledge. I am assuming full responsibility and accountability for the correctness of the details provided and for the document's authenticity.

Signature over Printed Name of Registrant/Examinee

2023

To be filled out by the Division Testing Coordinator

CHECK DOCUMENTS SUBMITTED

For NEW PEPT REGISTRANTS

- ☐ **Birth Certificate (NSO/PSA or Local Civil Registrar)**
- ☐ **School Records (SF10/F137 signed by the School Principal/Registrar/Administrator)**
- ☐ **Identical and recently taken 1x1 colored ID pictures with name tag (2pcs.)**

For retakers and PEPT passers only

- ☐ **Certificate of Rating (COR)**
- ☐ **Identical and recently taken 1x1 colored ID pictures with name tag (2pcs.)**

Additional requirements for PEPT Validation purposes only

- ☐ **Endorsement Letters**
  - ☐ **School Division Office**
  - ☐ **Regional Office**

*** Registrant's Copy ***

Republic of the Philippines
Department of Education
BUREAU OF EDUCATION ASSESSMENT

REGULAR PHILIPPINE EDUCATIONAL PLACEMENT TEST

REGISTRATION FORM

Name of Registrant/ Examinee	Last Name	First Name			M.I.
Mailing Address	No., Street, Barrio, Town, Province/City		Age	Sex	Person with Disability (PWD)
				☐ Male ☐ Female	☐ Yes ☐ No
Date of Birth (Month/Date/Year)	Contact Number		Date of Examination (Month/Date/Year)		
Name and Address of School Last Attended		Last Grade Level Completed		Grade Level/s to Take	
		To be filled out by the Division Testing Coordinator		*To be filled out by the Division Testing Coordinator*	
Place and Date of Registration		Examination Center			

1" x 1" Picture

NOTES:

1. Upon registration, the **Registration Officer** will inform you of the examination date and venue.
2. Complete all the information in the Registration Form.
3. On the examination day, the examinee must be in the venue at 7:30 A.M. Bring this form and at least two (2) pieces no. 2 pencils.

Certified True and Correct:

DIVISION TESTING COORDINATOR
Signature Over Printed Name

2023