



Republic of the Philippines
Department of Education
REGION IX – ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DIPOLOG CITY



October 29, 2025

DIVISION MEMORANDUM

No. 599, s. 2025

**ADMINISTRATION OF THE 2024 REGULAR PHILIPPINE EDUCATIONAL
PLACEMENT TEST (PEPT)**

To: Assistant Schools Division Superintendent
Chiefs of SGOD & CID
Public Schools District Supervisors
Elementary and Secondary School Heads
Private School Administrators/School Heads
Guidance Counselor
School Guidance Coordinator Designate
Concerned SDO Personnel
This Division

1. Pursuant to the DepEd Memorandum dated October 28, 2025, through the Bureau of Education Assessment (BEA), announces the **Administration of the Regular Philippine Educational Placement Test (PEPT) in December 2025** for the select testing centers. The specific details for the administration shall be announced in a separate advisory.
2. The PEPT is a nationally administered assessment for learners in special circumstances. The result of this assessment will allow these 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 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 standard assessment
 - f. Learner who are overage for their grade levels
4. Pursuant to Section 6 (Grade Level Placement Assessment) of DepEd Order No. 55, s. 2026 titled Policy Guidelines on the National Assessment of Student Learning for the K to 123 Basic Education Program, the placement of Regular PEPT qualifiers shall take effect in the next or subsequent 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.



Address: Government Center, Sta. Isabel, Dipolog City

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6. **No walk-in policy** shall be strictly implemented on the day of test administration to ensure test security, accurate evaluation and completeness of documentary requirements, orderly flow of services.
7. School Head/School Testing Coordinator/School Guidance Counselor/ School Guidance Coordinator Designate shall submit the documentary requirements at School Governance and Operation Division c/o SMME Section **on or before November 24, 2025**.
8. The documentary requirements for 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 (formerly National Statistics Office) or by the Local Civil Registrar
 - ii. Original and one photocopy of the **permanent school record** (e.g., SF10/Form 137) signed by the school principal/registrar/school administrator
 - iii. **Certificate of attendance in intervention programs**, or any proof of schooling (if applicable)
 - iii. Two identical and recently taken 1x1 colored **ID pictures** with name tags
 - iv. One copy of the accomplished **PEPT Registration Form**.
 - b. **For test retakers**
 - i. Original and one photocopy of the **PEPT Certificate of Rating** (for applicants who need to retake a PEPT subtest)
 - ii. Two identical and recently taken 1x1 colored **ID pictures** with name tags
 - v. One copy of the accomplished **PEPT Registration Form**
9. Relative to this, there shall be an **Orientation to the testing personnel** (See *Enclosure 1*) on the standardized test administration of the regular PEPT on **December 05, 2025 , SGOD Office, at 2:00 PM**.
10. Furthermore, the Division Testing Personnel and the select/identified Division NAT-TWG serving the 2024 regular PEPT on **December 2025, (Sunday)** will be given Service Credits/Compensatory Overtime Credits.
11. Immediate dissemination of this memorandum is desired.


MA. LIZA R. TABILON, EdD, CESO V
Schools Division Superintendent

Encl: As stated
Reference: DM No. 098, s. 2025
To be indicated in the Perpetual Index
under the following subjects:
Assessment Learner Activities Monitoring and Evaluation



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Enclosure 1 : List of Division Testing Personnel

DIVISION TESTING PERSONNEL

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|---|----------------------------|
| 1. LUISIANO S. MURRO JR., SEPS-SMME | - Div. Testing Coordinator |
| 2. MARJHON F. YAPAC, EPS II-SMME | - Chief Examiner |
| 3. JONALD L. NOLI, EPS-SGOD | - Room Examiner |
| 4. EDGARDO S. CABALIDA, EdD, EPS- MATH | - Room Examiner |
| 5. MARIE ANTOINETTE F. NAZARETH, PO III | - Room Examiner |
| 6. MARIE C. REFUGIO, EPS-II | - Room Examiner |
| 6. KENT M. ADOLFO, SP IV | - SH of the Testing Center |
| 7. JESEL B. CHIU , EPS II- SMN | - Support Staff |
| 8. ALAN D. CHIU, PDO II-DRRM | - Support Staff |
| 9. OLIVER B. MANALO | - Support Staff |