



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY

October 20, 2025

DIVISION MEMORANDUM

No. 522, s. 2025

**CONDUCT OF INITIAL VALIDATION OF PRESENTATION PORTFOLIO
ASSESSMENT (PPA) of ALS LEARNERS FOR 2025 ACCREDITATION AND
EQUIVALENCY (A&E) TEST**

To: OIC-Assistant Schools Division Superintendent
Chief Education Program Supervisors (CID & SGOD)
Education Program Supervisors
Division ALS Focal Person
Education Program Specialists in ALS
Public Schools District Supervisors
School Heads
ALS Teachers
All Others Concerned

1. Pursuant to **Advisory No. 027, s. 2025** titled “*Orientation for the 2025 Accreditation and Equivalency (A&E) Test Registration and Administration*” issued by the Department of Education through the Bureau of Education Assessment (BEA) dated September 12, 2025, it is clearly stated that the **Presentation Portfolio Assessment (PPA)** serves as a **prerequisite** for all ALS Learners to qualify for the **2025 A&E Test**.

2. In compliance with the said advisory and in alignment with the provisions of **DepEd Memorandum No. 022 s. 2023** title “Guidelines on the Conduct of Presentation Portfolio Assessment for Alternative Learning System Accreditation and Equivalency Elementary and Junior High School Learners”, the Schools Division of Calbayog City, through its Alternative Learning System (ALS) Section, shall conduct the **Initial Validation of PPA** of ALS Learners who are prospective registrants for the 2025 A&E Test.

3. The **Initial Validation** aims to:

- a. Ensure that all submitted learner portfolios are complete, authentic, and compliant with the required components;
- b. Confirm that learners have achieved the expected learning outcomes in the identified learning strands; and

c. Provide technical feedback and assistance to ALS teachers for the improvement of portfolio quality prior to the **Final Validation and Endorsement for the 2025 A&E Test**.

4. The **Initial Validation of PPAs** shall be conducted from **October 21-29, 2025**, at the **respective ALS Learning Centers**, , with assigned **Division Validators** composed of the Division ALS Focal Person, **Education Program Specialists in ALS**, and **selected ALS Teachers**.

5. All **ALS Teachers** are directed to submit the PPAs of their learners within the prescribed period following the standard format and documentation requirement stipulated in DM No. 002, s. 2023/

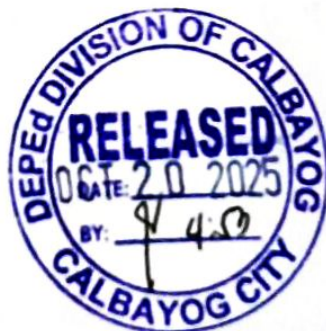
6. A **Checklist of Validation Requirements and Criteria** (Enclosure No. 2) is attached for uniform reference during the conduct of validation. The **Schedule of Validation** is also provided as Enclosure No. 1.

7. This Memorandum shall serve as **Travel Order** for the personnel involved in the conduct of the said activity.

8. All concerned are enjoined to give their full support and cooperation in ensuring the smooth conduct of the activity, as the results of the validation will serve as the basis for the endorsement of TEST REGSITRANTS to 2025 A&E Test.

8. Immediate and wide dissemination of this Memorandum is directed.


MARGARITO A. CADAYONA JR. PhD, CESO VI
OIC-Schools Division Superintendent



Enclosure No. 1

Schedule of PPA Initial Validation

District	Validation Date	Venue / ALS Learning Center
Calbayog 3	October 22, 2025 - AM	Guinbaoyan Sur ES
Calbayog 1	October 22, 2025 - PM	Carayman ES
Oquendo 1	October 23, 2025 - AM	Sinidman Occidental ES
Tinambacan 1	October 23, 2025 - PM	Tinambacan CES
Calbayog 2	October 24, 2025 - AM	Calbayog Pilot CES
Calbayog 6	October 24, 2025 - PM	Trinidad CLC
Oquendo 3	October 27, 2025 - AM	Roxas II ES
Calbayog 5	October 27, 2025 - PM	San Policarpo CES
Tinambacan 3	October 28, 2025 - AM	Malaga CES
Tinambacan 2	October 28, 2025 - PM	San Joaquin CES
Oquendo 2	October 29, 2025 - AM	Mag-ubay ES
Calbayog 4	October 29, 2025 - PM	CECES

Notes / Instructions:

- Validators are advised to use the PPA Validation Checklist (Enclosure No. 2) for uniform assessment.
- Consolidated results shall be submitted to the Division ALS Section not later than October 31, 2025.

ENCLOSURE NO. 2

CHECKLIST OF REQUIREMENTS AND VALIDATION CRITERIA (For the Validation of Presentation Portfolio Assessment [PPA] of ALS Learners)

I. GENERAL INFORMATION

Name of Learner: _____
CLC Name: _____ A&E Level: _____
Name of ALS Teacher: _____ Date of Validation: _____

II. DOCUMENTARY REQUIREMENTS

Mark appropriate boxes and provide remarks as needed.

REQUIREMENT	YES	NO	REMARKS
1. Accomplished 2025 A&E Registration Form (with complete details)	☐	☐	
2. Reflection Paper (2-3 paragraphs for Elementary and 3-5 paragraphs for JSH; either in English or Filipino; at least three sentences per paragraph)			
3. Certified True Copy of Learner's PSA Birth Certificate or any proof of identification)	☐	☐	
4. Enrolment Form (AF-2)	☐	☐	
5. Personal Information Sheet (PIS)	☐	☐	
6. Individual Learning Agreement (ILA) – Assessment Form 1 (per learning strand)			
7. Record of Module Use and Monitoring of Learner's Progress (Assessment Form 2) – per learning strand			
7. Results of Pre and Post Functional Literacy Test (FLT)	☐	☐	
8. Documentation of Life Experience (RPL Form 1)	☐	☐	
9. Record of Training/Skills (RPL Form 2)	☐	☐	
10. Summary of Work History (RPL Form 3)	☐	☐	
11. Learner's Checklist of Competencies (RPL Form 4)	☐	☐	
12. Certificate of Additional Intervention (if applicable only)	☐	☐	

III. VALIDATION OF WORK SAMPLES (PER LEARNING STRAND)

Note: Five (5) Work Samples for each Learning Strand. Each Work Sample must show clear evidence of mastery of different competencies related to the Learning Strand and shall be based from their Individual Learning Agreement.

LEARNING STRAND	INDICATORS	COMPLIANT	REMARKS
LS 1: Communication Skills (English and Filipino)	Samples of written/oral communication; comprehension; reflection on learning.	☐	

LS 2: Scientific and Critical Thinking Skills	Evidence of problem-solving, inquiry, and critical analysis.	☐	
LS 3: Mathematical and Problem-Solving Skills	Activities showing numeracy, data interpretation, and computation.	☐	
LS 4: Life and Career Skills	Evidence of decision-making, goal setting, and employability skills.	☐	
LS 5: Understanding the Self and Society	Outputs showing self-awareness, citizenship, and social responsibility.	☐	
LS 6: Digital Citizenship	Evidence of responsible use of ICT and online tools.	☐	

IV. INITIAL VALIDATION RESULTS (*pls check the appropriate box*)

☐ Qualified for A&E Test Registration	Portfolio meets the minimum requirements and demonstrates readiness for A&E Test Registration and Administration
☐ For Improvement	Portfolio requires enhancement, completion, or additional evidence before being qualified for final validation

Validated by:

Signature Over Printed Name of Validator

Notes:

- Validators shall ensure that all entries are properly checked and signed.
- This checklist must be attached to the learner's validated portfolio.
- The results of the initial validation shall serve as the basis for endorsement of qualified learners to the Final PPA Validation and A&E Test Registration.