



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

November 27, 2025

DIVISION MEMORANDUM

No. 97, s. 2025

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

To: Assistant Schools Division Superintendent
Chief Education Supervisors (CID & SGOD)
Public Schools District Supervisors
All School Heads of Public and Private Schools
Division Testing Coordinator
School Monitoring, Management and Evaluation Section
All Others Concerned

1. In reference to the issuance of **DM 098, s. 2025** of the Department of Education (DepEd), through the Bureau of Education Assessment (BEA), this Schools Division Office announces the **Administration of the 2025 Regular Philippine Educational Placement Test (PEPT)** in **December 2025**. Specific dates, testing center and additional instructions shall be issued through a separate memorandum.
2. The PEPT is a nationally administered assessment designed for learners in special circumstances. Its results enable examinees to access or resume schooling and/or obtain certification of completion for grade levels in the DepEd formal system. The target registrants include the following:
 - Learners from schools without a government permit;
 - Learners from nonformal and informal education programs;
 - Learners with incomplete or no record of formal schooling;
 - Learners with back subjects;
 - Learners who need grade-level standards assessment; and
 - Learners who are overage for their grade levels.
3. The following are the registration guidelines for the interested applicants:
 - No test registration fees shall be collected.
 - Registration shall be conducted in the Schools Division Office through the School Monitoring, Management and Evaluation (SMME) Unit from the date of publication of this Memorandum until one week before the test administration.
 - A strict no walk-in policy shall be enforced on the day of the test to ensure test security, accuracy of evaluation, and orderly processing of documentary requirements.
 - The **Regular PEPT Registration Form** may be downloaded from:
<https://bit.ly/BEARegularPEPT>



DEPARTMENT OF EDUCATION
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

4. Further, below are the documentary requirements needed upon registration of interested applicants. To wit:

- **For New Test-Takers**

- Original and photocopy of Birth Certificate issued by PSA or Local Civil Registrar;
- Certified True Copy of the permanent school record (SF10/Form 137) with dry seal;
- Certificate of attendance in intervention programs or proof of schooling (if applicable);
- Two (2) identical and recent 1x1 colored ID pictures with name tag;
- One accomplished Regular PEPT Registration Form.

- **For Test Retakers & PEPT Passers**

- Original and photocopy of PEPT Certificate of Rating;
- Two (2) identical and recent 1x1 colored ID pictures with name tag;
- One accomplished Regular PEPT Registration Form.

- **Testing Centers**

- Testing centers shall be located in selected SDOs, with some SDOs hosting more than one testing center.

- BEA will provide the exact number of test materials per SDO/testing center.

5. All concerned personnel are directed to disseminate this information and facilitate smooth and orderly implementation.

6. For immediate and wide dissemination.


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



Enclosure: None

To be indicated in the **Perpetual Index Under** the following subjects:

SGOD

SMME

PEPT2025



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Republic of the Philippines
Department of Education

OCT 28 2025

DepEd MEMORANDUM
No. **098**, s. 2025

ADMINISTRATION OF THE REGULAR PHILIPPINE EDUCATIONAL PLACEMENT TEST

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher, and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary School Heads
Attached Agencies
All Others Concerned

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA), announces the **Administration of the Regular Philippine Educational Placement Test (PEPT) in December 2025** for select testing centers. The specific details for 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 permits,
- 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, and
- f. Learners who are overage for their grade levels.

4. Pursuant to Section 6 (Grade Level Placement Assessment) of DepEd Order No. 55, s. 2016 titled Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program, the placement of the Regular PEPT qualifiers shall take effect in the next or subsequent school year, not during the current school year when the test was administered.

Test Registration

5. **No test registration fees** shall be collected from the test registrants.

6. The test registration shall be done in select schools division offices (SDOs) starting from the date this Memorandum is published until **a week before the test administration**.

7. **No walk-in policy** shall be strictly implemented on the day of test administration to ensure test security, accurate evaluation, completeness of documentary requirements, and orderly flow of services.

8. The number of registrants shall not exceed the allocated test materials per testing center. Attached is the list of allocations of test materials and testing centers (refer to Enclosure No. 1).

9. In cases where registration in a particular division has reached full capacity, registrants shall be redirected to a designated nearby division with allocated test materials. No exceptions shall be allowed once the maximum limit per division has been reached.

10. The Regular PEPT Registration Form can be downloaded from <https://bit.ly/BEARegularPEPT> (refer to Enclosure No. 2).

11. The Division Testing Coordinators (DTCs) shall be in charge of the evaluation of documents and ensure that the documentary requirements of each registrant are complete. Below are the 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. Certified True Copy of the **permanent school record** (e.g., SF10/Form 137) signed by the school principal/registrar/school administrator with dry seal.
- iii. **Certificate 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 and PEPT passers

- i. Original and one photocopy of the **PEPT Certificate of Rating**.
- ii. Two identical and recently taken 1x1 colored **ID pictures** with name tags.
- iii. One copy of the accomplished **PEPT Registration Form**.

Testing Centers, Test Materials, and Number of Actual Registrants

12. The testing centers shall be located in select SDOs.

13. Some SDOs shall have more than one testing center.

14. BEA shall provide the number of test materials per SDO and designated testing center.

15. The DTCs are required to submit to BEA the actual number of Regular PEPT registrants a week before the test administration.

16. The Excel template to be used in the submission of the **actual number of test registrants** per testing center and updated names of testing centers (if applicable) can be downloaded from bit.ly/2025RegularPEPT_Template.

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COR

17. The Excel and signed PDF copy shall be submitted to this link: bit.ly/2025RegularPEPT_Submission using the filename: [Region] [Division] 2025 Regular PEPT.

Test Results

18. Examinees whose test score in one subject is lower than 75% may be allowed to retake the failed subtest within six months from the date of examination. On the other hand, examinees whose test scores in two or three subjects are lower than 75% are required to retake all the subjects.

19. A Certificate of Rating (COR) shall be issued to each test-taker. Information regarding the release of results shall be announced in a separate Memorandum.

Virtual Orientation

20. BEA shall schedule a virtual orientation for the evaluation of PEPT documentary requirements and test administration guidelines. The orientation shall be attended by the Regional Testing Coordinators, DTCs, and other key testing personnel who will be involved in test administration. The virtual orientation details shall be announced in a separate Advisory.

21. Health and safety protocols must be followed in all activities.

22. For more information, please contact the **Bureau of Education Assessment-Education Assessment Division**, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City, through email at bea.ead@deped.gov.ph or at telephone number (02) 8631-2589.

23. Immediate dissemination of this Memorandum is desired.

By Authority of the Secretary:

ATTY. FATIMA LIPP D. PANONTONGAN
Undersecretary and Chief of Staff

Encls.:

As stated

References:

DepEd Order (No. 55, s. 2016)

DepEd Memorandum No. 008, s. 2024

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

ASSESSMENT
BASIC EDUCATION
CERTIFICATION
FEES

LEARNERS
RULES AND REGULATIONS
SCHOOLS
TEST

