




Republic of the Philippines  
**Department of Education**

**DIVISION OF MISAMIS ORIENTAL**

**Division Memorandum**

**No. 063 s. 2019**

To : **Division ALS Focal Person  
Education Program Specialist II-ALS  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
District ALS Coordinators  
ALS Mobile Teachers**

From :  **RANDOLPH B. TORTOLA, CESO V**  
Schools Division Superintendent

Subject : **2018 ACCREDITATION AND EQUIVALENCY TEST REGISTRATION AND ADMINISTRATION**

Date : **FEBRUARY 1, 2019**

1. Pursuant to DepEd Memorandum No.6, s.2019 dated January 31, 2019 re: 2018 Accreditation and Equivalency Test Registration and Administration, the Department of Education, through the Bureau of Education Assessment (BEA), announces the registration period for and administration of the 2018 Accreditation and Equivalency.
2. The A&E Test applicants may register from January 08 to February 8, 2019 at the Schools Division Office or District Offices identified by the Schools Division Superintendent as registration centers. See attached DepEd Memorandum for the registration requirements.
3. The members of the Registration Committee will be given CTO for the Division Office Personnel and Service Credits for the Teaching Personnel for services rendered on Saturdays and Sundays.
4. In compliance with DepEd Memorandum No.121, s.2017, portfolio assessment will not be required for the 2018 A&E Test and it will not be a part of the final rating. Hence, the test is multiple-choice type only. The passing rate is still 60% as provided in DepEd Memorandum 76, s.2018.
5. Only registered applicants with complete requirements shall be allowed to take the A&E Test at the testing centers approved by the BEA on February 24, 2019 for Luzon Cluster and **March 3, 2019 for Visayas and Mindanao.**
6. Meal and snack and travelling expenses shall be charged to local funds subject to the usual government accounting auditing rules and regulations.
7. Immediate dissemination of this Memorandum is desired.





Republic of the Philippines  
**Department of Education**

DepEd MEMORANDUM

31 JAN 2019

No. **006** s. 2019

**2018 ACCREDITATION AND EQUIVALENCY TEST  
REGISTRATION AND ADMINISTRATION**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Public Elementary and Secondary Schools Heads  
All Others Concerned

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA), announces the registration period for and administration of the **2018 Accreditation and Equivalency (A&E) Test**.
2. A&E Test applicants may register from **January 03 to February 11, 2019** at the Schools Division Offices (SDOs) or District Offices (DOs) identified by the Schools Division Superintendent (SDS) as registration centers. Pursuant to DepEd Order 55, s. 2016 entitled **Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program**, the following may take the A&E Test:
  - a. learners in the Alternative Learning System (ALS) and Nonformal Education Programs;
  - b. out-of-School children and youth who are prepared for assessment; and
  - c. adults who are seeking Certification of Learning.
3. Applicants shall be at least 12 years old for the A&E elementary level and at least 16 years old for the A&E Junior High School level on the examination day.
4. Registration requirements are as follows:
  - a. original and photocopy of Certification of ALS Program Completion issued by the Learning Facilitator (For ALS Learners only);
  - b. original and Photocopy of Birth Certificate issued by the Philippine Statistics Authority (PSA) formerly National Statistics Office (NSO);
  - c. if copy of Birth Certificate from the PSA/NSO is not available, any of the following documents can be presented:
    - i. Baptismal Certificate;
    - ii. Voter's ID (with picture, signature, and date of birth);
    - iii. Valid Passport;
    - iv. Valid Driver's License; and
    - v. Any legal document bearing the applicant's picture, name, signature, and date of birth (e.g. NBI Clearance, Police Clearance)

d. Two 1x1 or 2x2 identical ID Photo (white background with name tag)

5. The SDS, through the Division Testing Coordinator (DTC), shall assign personnel who will manage the registration process and evaluation of applicants' documents and will serve as Chief Examiners, Room Supervisors and Room Examiners during the test administration. All personnel should have a proven very satisfactory performance in the conduct of BEA testing program and should have no records of violations relating to national examination policies.

6. All DTCs are required to orient the Registration Officers (ROs) on the registration process and evaluation of applicants' documents. All ROs are liable to any irregularities on the required age and documents of test applicants.

7. ALS mobile Teachers and ALS coordinators/focal persons in the SDOs and DOs may help in the dissemination of information and distribution of registration form. They are also requested to facilitate the issuance of Certificate of ALS Program Completion for ALS learners.

8. Regional Testing Coordinators (RTCs), along with other Regional Office personnel, may monitor the registration process, orientation of testing personnel and test administration subject to the availability of local funds. There should be only one monitor per SDO or DO.

9. The DTCs shall use the Enclosure No. 5 in preparing the list of testing centers and the total of examinees per level. The copy of this report, in MS Excel format, shall be submitted to the BEA through email address: [bea.ead@deped.gov.ph](mailto:bea.ead@deped.gov.ph) by the DTC on or before **February 12, 2019**.

10. In compliance with DepEd Memorandum 121, s. 2017, portfolio assessment will not be required for the 2018 A&E Test and it will not be a part of the final rating. Hence, the test is multiple-choice type only. The passing rate is still 60% as provided in DM 76, s. 2018.

11. The following enclosures shall guide and be utilized by the DTCs and Registration Officers:

- a. Enclosure No. 1 – Registration and Test Administration Guidelines and Procedures
- b. Enclosure No. 2 – Registration form to be accomplished personally by the applicant.
- c. Enclosure No. 3 – Certification of ALS Program Completion to be issued by the learning facilitator to his/her individual learner.
- d. Enclosure No. 4 – List of Registrants to be accomplished by the Registration Committee.
- e. Enclosure No. 5 – List of Testing Centers to be accomplished by the DTC.
- f. Enclosure No. 6 – List of Examinees to be accomplished by the Registration Committee.

12. Only the registered applicants with complete requirements shall be allowed to take the A&E Test at the testing centers approved by BEA on **February 24, 2019** for Luzon cluster and **March 3, 2019** for the Visayas and Mindanao clusters.
13. One week before the examination, all DTCs are required to orient all testing personnel on the standardized test administration. Only those who attended the orientation shall be allowed to serve as testing personnel.
14. Only testing personnel and test monitors approved by DepEd officials are allowed on the testing center premises during the examination day.
15. The SDS is required to conduct an investigation on breach of security should irregularities in the test registration and administration arise. The report on the investigation must be submitted to the DepEd Regional Office and BEA.
16. For more information, contact the Bureau of Education Assessment-Education Assessment Division (BEA-EAD) at telephone no. (02) 631-2589 or through email address: [bea.ead@deped.gov.ph](mailto:bea.ead@deped.gov.ph).
17. Immediate dissemination of this memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Encls.:

As stated

References:

DepEd Memorandum Nos. 211, s. 2017 and 76, s. 2018

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

ACCREDITATION  
ALTERNATIVE LEARNING SYSTEM  
EXAMINATIONS  
LEARNERS  
SCHOOLS  
TEST