



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION  
REGION X  
DIVISION OF MISAMIS ORIENTAL  
CAGAYAN DE ORO CITY



October 1, 2013

MEMORANDUM TO:

EDUCATION PROGRAM SUPERVISORS  
PUBLIC SCHOOLS DISTRICT SUPERVISORS  
SECONDARY and ELEMENTARY SCHOOL PRINCIPALS

FROM: CHERRY MAE L. LIMBACO, PhD. CESO IV  
Schools Division Superintendent

SUBJECT: **CONDUCT OF 2013 PRINCIPALS' TEST**

1. Pursuant to DepED Memorandum No. 132, s 2013 and Regional Memo No. 133, s. 2013 the field is hereby informed of the conduct of National Qualifying Examination for School Heads (NQESH) to be administered simultaneously in all regions on **December 8, 2013** at Cagayan de Oro City High School by the National Educators Academy of the Philippines (NEAP).
2. The examination shall serve as a mechanism for selecting competent school heads in the public basic education sector who will perform their functions upon assumption to duty. The aspirants must have an experience of at least five (5) years in aggregate as head teacher, teacher-in-charge, master teacher and teacher III.
3. Deadline for submission of accomplished form is on or before **November 4, 2013**. Applicants who shall qualify shall submit payment of the registration fee (**Php 850.00**) to the Regional Cashier's Office for the issuance of an official receipt/s which is then shown to Mr. Norven G. Baylan and/or Ms. Juvy Estrella of the Promotional Division for them to be included in the final list of applicants.
4. Attached is the template of the application form which can also be downloaded from the DepED website as enclosure to DepED Regional Memo No. 133, s 2013.
5. For guidance and compliance.

/O.C.A/



# 2013 National Qualifying Examination for School Heads

Cagayan de Oro City  
December 2013

1x1  
Picture

## A. PERSONAL CIRCUMSTANCES

1. SURNAME	FIRST NAME	MIDDLE NAME
2. Complete Mailing Address		3. ZIP CODE
4. Date of Birth	5. Place of Birth	6. Age
		7. ( ) Male ( ) Female
8. Civil Status ( ) Single ( ) Married ( ) Widower ( ) Separated (9) Name of Spouse if Married		

## B. PRESENT EMPLOYMENT

10. Title of Present Position	12. Date Appointed/Designated	12. Salary Grade
13. Office / Office Address		14. Tel. Nos. / E-mail address

## C. EDUCATION (Please use separate sheet, if necessary)

Level of Education	School Attended	Inclusive Dates	Degree Received	Academic Honors Received
15. College				
16. Graduate				
17. Post Graduate				

D. PRC Certificate of Registration No. \_\_\_\_\_ issued on \_\_\_\_\_ PBET \_\_\_\_\_ LET \_\_\_\_\_

## E. OTHER INFORMATION

18. Have you ever been dismissed from any employment, forced to resign, or disciplines as a result of any administrative case? \_\_\_ If "yes", state the nature of the charge and penalty.

19. Do you have any pending administrative or criminal case? \_\_\_ If "yes", state the nature of the case and where it is pending.

20. Have you ever been arrested, accused or convicted for any violation of law or ordinance before any court, or have you been charge with or tried for any breach of infraction of military, or police discipline before any tribunal od any authority? \_\_\_ If "yes", state the nature of the charge and penalty.

21. I DECLARE UNDER THE PENALTIES OF PERJURY THAT THIS APPLICATION HAS BEEN ACOMPLISHED IN GOOD FAITH, VERIFIED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, IS TRUE, CORRECT AND COMPLETE STATEMENT PURSUANT TO THE PROVISIONS OF PERTINENT LAWS & REGULATIONS OF THE REPUBLIC OF THE PHIUPPINES.

Date \_\_\_\_\_ Signature Applicant \_\_\_\_\_  
SUBSCRIBED AND SWORN TO before me this \_\_\_\_\_ day of \_\_\_\_\_ 2013

NOTED:

Right  
Thumbmark

Administrative Officer

Schools Div. Supt/ASDS

## NOTICE OF ADMISSION

OR No. \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Printed Name of applicant: \_\_\_\_\_ Signature \_\_\_\_\_

NOTED:

**MEDARDA B. GALARRITA**  
2012 NQESH Regional Coordinator



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1X1 ID  
w/name tag

Please bring the following during the examination:

- 1) Mongol pencil # 2
- 2.) Ball pen (black colour)
- 3.) Sharpener
- 4.) 1 pc. 1X1 ID for the seat plan