



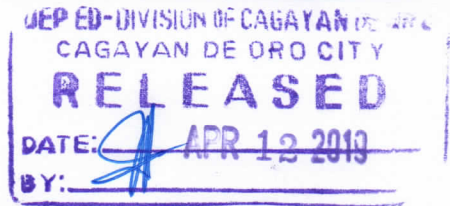
Republic of the Philippines  
Department of Education  
Region X  
**CAGAYAN DE ORO CITY DIVISION**

Fr. William F. Masterson, S.J. Avenue,  
Brgy. Upper Balulang, Cagayan de Oro City, 9000 Philippines



April 10, 2019

Division Memorandum No. 294, s. 2019



**SUBMISSION OF REQUIREMENTS FOR THE SPECIAL PHILIPPINE  
EDUCATIONAL PLACEMENT TEST (PEPT)/PHILIPPINE VALIDATING  
TEST (PVT)**

To :

All Public and Private Elementary and Secondary School Heads  
All Public Schools District Supervisors (PSDS)  
Division Private School Coordinator  
*This Division*

You are hereby directed to facilitate the submission of requirements of the registrants for the special PEPT/PVT. All concerned school heads are advised to submit the PEPT/PVT registration forms and the other required documents through Ms. Lilibeth Logronio on or before April 22, 2019 at the Private Schools office, Upper Balulang, Cagayan de Oro.

It is reiterated that evaluation of the documents of the learners should be made prior to the submission of the aforesaid data in the division office. Enclosed are the registration form and necessary requirements for the takers.

For your information, guidance and compliance.

for: *[Signature]*  
**JONATHAN S. DELA PEÑA, PhD, CESO V**  
Schools Division Superintendent

To be indicated in the Perpetual Index  
Under the following subjects  
Assessment

PEPT/PVT

**Competence. Dedication. Optimism.**

Telephone No.: (088) 855-0047 Telefax: (088) 855-0048 Website: [depedcdo.com](http://depedcdo.com) Email: [cagayandeorocity@deped.gov.ph](mailto:cagayandeorocity@deped.gov.ph)



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**Enclosure #1 PEPT/PVT Required Documents (DepED Memorandum No. 34, s. 2018)**

1. Birth certificate: Issued by the PSA or Local Civil Registrar duly authenticated (original and two (2) photocopies)
2. ID pictures: Two (2) pieces of identical and recently taken (1×1" size)
3. School records (original and two (2) photocopies):

Elementary Level – Form 137 or Form 138

Secondary Level – Form 137

\*Form 137 (Transcript of Records with school seal and signature of principal/registrar)

\*Form 138 (Report Card with school seal and signature of principal/registrar)

4. School permit: Photocopy of School Permit to Operate/Government Recognition (for applicants from private schools)
5. FREE REGISTRATION FORM

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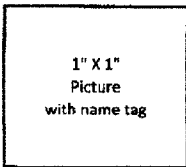
# PHILIPPINE EDUCATIONAL PLACEMENT TEST

<b>NO.</b>		<b>REGISTRATION FORM</b>				<b>LEM's Copy</b>	
Surname		First Name				MI	
Mailing Address: No., Street, Barrio, Town, Province/City		Contact No.		Age	Sex		
Date of Birth		LRN (if any)		Date of Examination			
Name and Address of School Last Attended			Grade Level Completed/Finished		Division Code		
Place and Date of Registration			Purpose of Examination				
			<input type="checkbox"/> Placement	<input type="checkbox"/> Validation	<input type="checkbox"/> Subject Completion		
Examination Center							

Division Testing Coordinator's Signature Over Printed Name

Applicant's Signature Over Printed Name

### INSTRUCTION TO THE PEPT DIVISION TESTING COORDINATOR



**JUNE 2019**

1. Before signing this form, please see to it that all entries especially those on Date of Birth, Age and Grade Level Finished are legible and correct.
2. Detach Applicant's Copy and give it to the applicant.
3. Keep the LEM's Copy and give it to the Chief Examiner on examination day for applicant verification purposes.
4. Verify through LIS if the school where the learner comes from has a government permit.
5. For learners from private schools without government permit, place the endorsement letter from the Regional Office inside each ETRE.

<b>CHECK(✓) DOCUMENT/s SUBMITTED</b>	
<input type="checkbox"/>	Birth Certificate
<input type="checkbox"/>	School Record/s Secondary - Form 137 Elementary - Form 137/138
<input type="checkbox"/>	ID Pictures



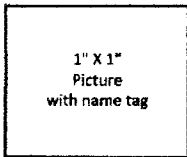
# PHILIPPINE EDUCATIONAL PLACEMENT TEST

<b>NO.</b>		<b>REGISTRATION FORM</b>				<b>Applicant's Copy</b>	
Surname		First Name				MI	
Mailing Address: No., Street, Barrio, Town, Province/City		Contact No.		Age	Sex		
Date of Birth		LRN (if any)		Date of Examination			
Name and Address of School Last Attended			Grade Level Completed/Finished		Division Code		
Place and Date of Registration			Purpose of Examination				
			<input type="checkbox"/> Placement	<input type="checkbox"/> Validation	<input type="checkbox"/> Subject Completion		

Examination Center

Applicant's Signature Over Printed Name

- NOTES:**
1. Fill-out all blanks in the Registration Form.
  2. Upon registration, the Registering Official will inform you of the place where you are to take the PEPT.
  3. On examination day, the test will start exactly at 7:30 a.m. Bring with you this form and 2 lead pencils. You may also bring snacks and lunch that you can take during the break.



**JUNE 2019**

Certified True and Correct:

Division Testing Coordinator's Signature Over Printed Name