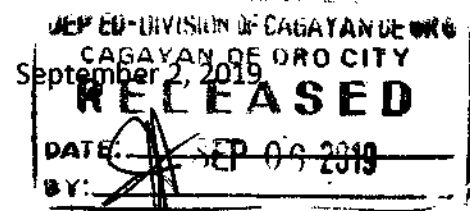




Republic of the Philippines
Department of Education
Region X-Northern Mindanao
DIVISION OF CAGAYAN DE ORO CITY



Fr. Masterson Avenue Upper Balulang, Cagayan de Oro City



DIVISION MEMORANDUM

No. 095 s. 2019

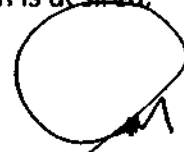
THE 2020 METROBANK-MTAP-DepEd MATH CHALLENGE (MMC)

To: **PRIVATE AND PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS**
This Division

1. The Metrobank foundation, INC. (MBFI), the Mathematics Teachers Association of the Philippines (MTAP) and the Department of Education (DepEd) will hold the **2020 Metrobank-MTAP-DepEd Math Challenge** from January to March 2020.
2. The **Elimination and Division Level competitions** will be participated in by elementary and junior high school students nationwide. However, only Grade 6 and Grade 10 students can participate in the Regional and National Finals.
3. **ALL PUBLIC AND PRIVATE SCHOOLS** are required to register online using the **ONLINE MMC Form 1** via <http://www.metrobankmathchallenge.com> on or before **October 15, 2019**. Please read carefully the Enclosure No. 4 for the **Instruction Guide for the ONLINE MMC Form No. 1** (MMC Document No. 4).
 - 3.1 Only schools located in far flung and hard-to-reach areas from **pre-identified division offices** have the option to manually submit a hard copy MMC form No. 1 to their respective Division Math Supervisors on or before **September 16, 2019**. For the list of pre-identified division offices and schools, please refer to Enclosure No. 5 for the **Guidelines for the Manual Submission of Hard Copy MMC Form No. 1** (MMC Document No. 5).
 - 3.2 Other schools that have internet access from the pre-identified divisions should still register online.
4. The school contestants and their respective coaches must present the printed copy of online MMC Form No. 1 (email confirmation) to the registration in-charge together with their identification cards during the Elimination Round on January 16, 2020 (Elementary) or January 17, 2020 (Junior High School). *This serves as permit in joining the competition. **"No Permit, No Entry"** policy shall be implemented.*
5. The following documents and forms are contained in the Enclosures:
 - a. Enclosure No. 1 – Primer (MMC Document No. 1)
 - b. Enclosure No. 2 – Operating Guidelines (MMC Document No. 2)

- c. Enclosure No. 3 – Contest Mechanics (MMC Document No. 3)
- d. Enclosure No. 4 – Instruction Guide for the ONLINE MMC Form No. 1
- e. Enclosure No. 5 – Guidelines on the Manual Submission of Hard Copy MMC Form No. 1 and List of Pre-identified Divisions and Schools (MMC Document No.5)

6. Immediate and wide dissemination of this Memorandum is desired.



JONATHAN S. DELA PEÑA, PhD., CESO V
Schools Division Superintendent *JS*

Encl: As stated

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

Curriculum Math Contest

cid/rom



PRIMER

MMC Document No. 1



ABOUT THE COMPETITION

I. NATURE

The Metrobank-MTAP-DepEd Math Challenge is an annual Mathematics competition for elementary and junior high school students in both public and private schools nationwide. Now on its 19th year, the Math Challenge is being implemented by the Metrobank Foundation, Inc. (MBFI), the Mathematics Teachers Association of the Philippines (MTAP) and the Department of Education (DepEd).

II. OBJECTIVES

The overall objective of the Metrobank-MTAP-DepEd Math Challenge is to contribute in improving the quality of mathematics education in the Philippines. Specifically, it aims to:

- Awaken greater interest in Mathematics among elementary and junior high school students all over the country;
- Challenge students to strive for mathematical excellence, and;
- Empower mathematical talents with awards and recognitions for them to serve as models to the youth.

III. COVERAGE

The coverage of the competition shall be strictly the current and approved DepEd K to 12 Education Curriculum for Elementary and Junior High School, per grade level. For schools with enhanced or modified curriculum, an approved equivalent DepEd certification will be required for submission.

QUALIFICATIONS

A. Eliminations:

- All bonafide students enrolled in Grades 1 to 10 ONLY, in any public and private school in 17 regions including those from State, Universities and Colleges (SUCs), as certified by the principal or registrar of the school.**
- Only **three (3)** students per grade level shall represent each school, for both public and private. This includes schools with multiple curricula (e.g regular, science or SPED) but is assigned under one school ID only.
NOTE: ONE SCHOOL ID = 3 STUDENTS PER GRADE LEVEL ONLY
- Contestants must be actually enrolled in the grade level they are competing. In **NO** instance shall mixed grade level participation in team competition be allowed.
- For **NCR**, all public schools with regular curriculum shall be tagged and compete under Category A. All private schools including public science high schools, Chinese schools, DOST and SUCs high schools shall compete in Category B.

- #### B. Division Finals: *The top six (min.) to 20 (max.) highest scoring schools in the elimination round per grade level, Grades 1 to 6 (for Elementary) and Grades 7 to 10 (for Junior High School) may qualify.*

Note: The number of qualified division finalists depends on the total number of schools that will participate in the elimination round. Please refer to the Contest Mechanics (**MMC Document No. 3**) for details.

HOW TO JOIN

- ✓ **ALL public and private schools** must register online using the online MMC Form No. 1 via www.metrobankmathchallenge.com on or before **October 15, 2019**. Instructions are in **MMC Document No. 4**.
- ✓ Only schools located in far flung or hard-to-reach areas from pre-identified Division Offices have the option to manually submit a hard copy MMC Form No. 1 to their respective Division Math Supervisors on or before **September 16, 2019**.
- ✓ Other schools that have internet access from the select divisions should still register online. For complete guidelines, please refer to **MMC Document No. 5** or the Guidelines for the Manual Submission of Hard Copy MMC Form No. 1 (for pre-identified divisions only).
- ✓ The concerned DepEd Division Math Supervisors shall accomplish the tagging of schools to its testing center (**MMC Form No. 2**) via the MMC online portal on or before **October 31, 2019**. Instructions will be provided to all DepEd Divisions (**MMC Document No. 6**) on **September 09, 2019**.
- ✓ Only Divisions with accomplished MMC Form No. 2 can join the Math Challenge.
- ✓ You may call Jashly Rayoan, Technical Assistant at CP No. (0917) 314-7616 for any difficulties in logging into your MMC account or if you have any questions related to the MMC online portal.

MMC DOCUMENTS GUIDE

- Doc. # 1 Primer
- Doc. # 2 Operating Guidelines
- Doc. # 3 Contest Mechanics
- Doc. # 4 Instruction Guide for the ONLINE MMC Form No. 1
- Doc. # 5 Guidelines for the Manual Submission of Hard Copy MMC Form No. 1
- Doc. # 6 Instructions for the MMC Online Portal for DepEd Division Math Supervisors

You may download the documents at the Metrobank Foundation website at www.metrobankfoundation.org.ph or through the official Facebook Page of MMC at www.facebook.com/MetrobankMathChallenge.

C. Regional Finals:

- **Individual Competition:** All the 1st placers in each division during the elimination round, for both Grades 6 and 10. No hurdle rate is required.
- **Team Competition:** All the 1st placers during the Division Finals, for both Grades 6 and 10. No hurdle rate is required.

D. National Finals (for both Individual and Team Category)

- **For both Elementary and Secondary Levels:**
 - i. Top scorers for both Categories A & B in NCR
 - ii. Top scorer in each geographical area (Rest of Luzon, Visayas, and Mindanao)
 - iii. Next five (5) top scorers from the remaining regions
- **Individual and Team contestants should meet the hurdle rate of 45 points out of a perfect score of 60.**

PRIZES AND REWARDS

A. Elimination Stage (Grades 1 to 6; Grades 7 to Grade 10)

The following top-ranking students shall be given certificates of merit:

- ❖ 1st Honors: for those who get 90% correct answers
- ❖ 2nd Honors: for those who get 80% correct answers
- ❖ 3rd Honors: for those who get 70% correct answers

B. Division Finals (Grades 1 to 6; Grades 7 to Grade 10)

- ❖ Medals and certificates for each member of the top 3 winning teams per grade/year level
- ❖ Certificates of recognition for the schools of the top 3 winning teams, per grade/year level
- ❖ Certificates of appreciation for all coaches/trainors
- ❖ Certificates of merit for non-winning contestants

C. Regional Finals (Grade 6 and Grade 10)

- ❖ All regional finalists have the opportunity to open an ATM savings account for kids called Metrobank Sparks. To avail, regional finalists are required to accomplish an online information sheet using this link <http://bit.ly/MMCSparks2020>.
- ❖ Medals and cash prizes for the top 3 individual winners and members of the top 3 winning teams per level:

Grade 6

- 1st Place – P4,000.00
- 2nd Place – P3,000.00
- 3rd Place – P2,000.00

Grade 10

- 1st Place – P6,000.00
- 2nd Place – P5,000.00
- 3rd Place – P4,000.00

A portion of the cash prize will be deposited to their Metrobank Sparks.

- ❖ Certificates of recognition for the top 3 individual winners and members of the top 3 winning teams per grade/year level; Trophies for the schools of the top 3 winning teams per level
- ❖ Certificates of recognition for all coaches
- ❖ Cash allowance of P750.00 for coaches
- ❖ Certificates of merit for non-winning Regional Finalists

D. National Finals (Grade 6 and Grade 10)

- ❖ Medals and cash prizes for the top 3 individual winners and the members of the top 3 winning teams per level:

Grade 6

- 1st Place – P25,000.00
- 2nd Place – P20,000.00
- 3rd Place – P15,000.00

Grade 10

- 1st Place – P50,000.00
- 2nd Place – P40,000.00
- 3rd Place – P30,000.00

A portion of the cash prize will automatically be deposited to their Fun Savers Club savings account

- ❖ Trophies for the schools of the top 3 winning teams per level
- ❖ Certificates of recognition for all coaches
- ❖ Cash allowance of P1,500.00 for coaches
- ❖ Certificates of recognition for National Finalists

STAGES OF THE COMPETITION

A. INDIVIDUAL COMPETITION

Elimination Rounds:
Grades 1 to 10 (Written Exam)

Regional Finals:
Grade 6 and Grade 10 only
(Written Exam)

National Finals:
Grade 6 and Grade 10 only
(Written and Oral Exam)

B. TEAM COMPETITION

Elimination Rounds:
Grades 1 to 10 (Written Exam)

Division Finals:
Grades 1 to 10 (Oral Exam)

Regional Finals:
Grade 6 and Grade 10 only
(Oral Exam)

National Finals:
Grade 6 and Grade 10 only
(Oral Exam)

Note: Starting 2020 MMC, there will be **NO Sectoral Finals in NCR.**

COMPETITION IMPLEMENTORS

A **National Steering Committee** composed of officers / representatives from MBFI, MTAP and DepEd, shall oversee the implementation and formulate the guidelines, policies and mechanics of the competition.

The **MBFI** shall serve as major sponsor and implementor and thus, shall be involved in all aspects and phases of the competition including supervision of the **National Finals and Awarding Ceremonies**.

The **MTAP** shall oversee the conduct of the Regional Finals in coordination with DepEd and the National Finals in coordination with MBFI. MTAP will also be responsible for settling all questions, including protests, which may arise in the course of the competition at the **Regional Level**.

The **DepEd** shall supervise the competition from the Elimination Rounds to the Regional Finals and shoulder expenses incidental thereto from sources to be determined by participating parties. DepEd will also be responsible for settling all questions, including protests, which may arise in the course of the competition from the **Elimination to the Division Level**.

September **16**, 2019

Deadline for Manual Submission of Hard Copy MMC Form No. 1 to DepEd Division Math Supervisor for **PRE-IDENTIFIED DIVISIONS ONLY**
(Please refer to Document No. 5)

October **15**, 2019

Deadline for Submission of **ONLINE MMC Form No. 1**
*ALL Public and Private Schools must register online via www.metrobankmathchallenge.com

COMPETITION SCHEDULE

October **31**, 2019

Deadline for Submission of MMC Form No. 2 for DepEd Division Math Supervisors only
www.onlineportal.metrobankmathchallenge.com

January **16-17**, 2020

Elimination Round for Elementary (January 16) and Junior High School (January 17)

February **6-7**, 2020

Division Team Finals for Elementary (February 6) and Junior High School (February 7)

March **6**, 2020

Regional Finals for Grades 6 and 10 only

March **27**, 2020

National Individual Finals (Written Exam) and Opening Program of the National Finals

FOR MORE DETAILS



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mmcmathchallenge@gmail.com
secretariat.mathchallenge@gmail.com



/MetrobankMathChallenge

March **28**, 2020

National Finals (Individual and Team Orals) and Awarding Ceremonies
Venue is Metrobank Plaza Auditorium, Makati City



OPERATING GUIDELINES

MMC Document No. 2



I. SCHOOL LEVEL

1. It is recommended that schools conduct their own mini-competition using a written exam by grade level to determine the best candidates who will join the MMC elimination rounds.
2. The top three students per grade level who will obtain the highest scores will represent the school in the Elimination Round.
Note: The elimination round is open to ALL interested schools, both private and public. It is suggested that school districts should not conduct their own elimination to choose contestants for the whole district. This is to give each school equal chances of joining.
3. There shall be a maximum of (18) pupils for Elementary and/or (12) students for Junior High School in every participating school, broken down as follows.

Example:	School A (Grades 1-6)					
Grade	1	2	3	4	5	6
Number of Pupils	3	3	3	3	3	3
Total	18					

Example:	School A (Grades 7-10)			
Grade/Level	7	8	9	10
Number of Pupils	3	3	3	3
Total	12			

Note: Only **three (3)** students per grade level shall represent each school, for both public and private. This includes schools with multiple curricula (e.g regular, science or SPED) but is assigned under one school ID only. **ONE SCHOOL ID = 3 STUDENTS PER GRADE LEVEL ONLY**

4. **ALL public and private schools** must accomplish an online registration (MMC Form No. 1) via the MMC portal: <http://metrobankmathchallenge.com> on or before **October 15, 2019**. Only schools located in far flung areas from the pre-identified Division Offices have the option to manually submit a hard copy MMC Form No. 1 to their respective Division Math Supervisors on or before **September 16, 2019**. Other schools that have internet access from the select divisions should still register online. For the complete schools registration guidelines and instructions, please refer to **MMC Document No. 4: Instruction Guide for ONLINE MMC Form No. 1**.
5. The school contestants and their respective coaches must present the **printed copy of online MMC form No. 1 (email confirmation)** to the registration in-charge together with their identification cards during the Elimination Round on **January 16, 2020** (Elementary) or **January 17, 2020** (Junior High School). This serves as permit in joining the competition. **"No permit, No Entry"** policy shall be implemented.
6. The DepEd Division Math Supervisors shall assign the testing centers of the participating schools (**MMC Form No. 2**) **ONLINE** through the **MMC online portal** using this web address <http://onlineportal.metrobankmathchallenge.com> on or before **October 31, 2019**.

Instructions are in **MMC Document No. 6: Guidelines for MMC Form No. 2 or Tagging of Testing Centers**. Failure to submit may be a ground for disqualification of the Division in conducting the elimination round, which is scheduled on **January 16 and 17, 2020**.

7. DepEd Division Math Supervisors' access on the MMC online portal and **MMC Document No. 5** will be available on **September 09, 2019**. The document will be sent to the Division Math Supervisor via email.

II. ELIMINATION ROUNDS

8. The DepEd Division Math Supervisor shall be in-charge of the preparation, implementation and documentation of the Elimination Rounds competition. He/she will also be responsible for settling all questions, including protests, which may arise in the course of the competition, or a panel of advisers may be formed by the Schools Division Superintendent.
9. The test materials shall be prepared by the MMC secretariat and transmitted through the pre-assigned Metrobank branch for each Division. The pre-assignment and matching will be done by Metrobank Foundation.
10. In case there is no Metrobank branch in the area, the test materials shall be delivered directly to the DepEd Division Office/s addressed to the Schools Division Superintendent.
11. The concerned Branch Manager or Schools Division Superintendent shall turn over the test materials personally to the Division Math Supervisor on **January 15, 2020**. For big division offices such as Batangas, Laguna and Bukidnon and the like, the Division Math Supervisor may personally claim the test materials on **January 14, 2020**. In NO instance shall the test materials be released earlier than **January 14, 2020**.
12. The Division Math Supervisor shall then turn over the test materials to the Testing Center Coordinators on the same dates. A certification on top of the package which contains the questionnaires will be signed by the Metrobank Branch Manager or Schools Division Superintendent, the Division Math Supervisor, and the Testing Center Coordinator to document the said turnover of test questionnaires.
13. A Division may have one or more testing centers depending on the distance between the schools, the size of the Division and the number of participating schools. It will be feasible to have one center per District for the elementary category. For the Junior High School category, a cluster of towns may have one center. A cluster of City Divisions with very few Secondary schools may also have just one center. Likewise, **it is not allowed to conduct the elimination rounds per school.**
Example: Suppose Division A has 20 participating schools. Then, there will be 20 x 3 or 60 students/grade level or a total of 360 pupils from Grades 1 to 6 who will take the test in the Center. If those 20 schools are very far from each other, the Division may have more than one center for them.
14. The test materials will be opened publicly by the Testing Center Coordinator just before the start of the competition at **9:00 a.m.** A short opening program may be conducted where the materials will be officially opened. A certification will be signed by the Testing Center Coordinator and selected proctors to document the proceedings.

15. In case the number of questionnaires sent is not enough, photocopying is **NOT ALLOWED**. Only pre-registered participants shall be allowed to take the test. Thus participating schools must ensure that they successfully accomplished and submitted their online registration MMC Form No. 1 via the MMC Online Portal and that the data encoded online (**MMC Form No. 2**) were submitted on time and accurate.
16. **The Elimination Round should be held simultaneously in all regions nationwide on January 16 & 17, 2020 at 9:00 a.m. As agreed upon by the MMC National Steering Committee, conduct of the contest other than this schedule is not allowed.**
17. The winners of the elimination round should be announced as soon as test papers are corrected and within the date of the competition. In case the results will not be released because of a valid reason (i.e. too many schools joined and the assigned correctors will not be able to finish checking the test papers on time), the Division Math Supervisor should announce the results not later than **January 24, 2020.**
18. Announcement of results of the elimination round should be formalized through the issuance and dissemination of a DepEd Division memorandum circular not later than **January 30, 2020.**
19. Concerned Division Math supervisors are also required to post the results of the elimination round ONLINE via the MMC portal.
20. The school scores of the whole Division per grade shall be ranked from highest to lowest. Please refer to the **MMC Document No. 3 (Contest Mechanics)** Item no. 16 for the guide in computing the total scores for participating schools.
21. The top 6 to 20 highest scoring schools qualify to participate in the **Division Team Finals** competition. The number of teams qualified to join the Division Finals is dependent on the number of participating schools in the elimination rounds. Please refer to matrix below:

Number of Participating Schools	Number of Teams to Qualify in the Division Finals	Number of Participating Schools	Number of Teams to Qualify in the Division Finals
15 or fewer	Top 6	31-35	Top 14
16-20	Top 8	36-40	Top 16
21-25	Top 10	41-45	Top 18
26-30	Top 12	46 or more	Top 20

Note: 20 is the maximum number of teams because based on experience, it is the most manageable number for an oral team competition.

22. The DepEd Division Math Supervisors shall then upload the name of students per school with their corresponding scores which are qualified to join the Division Finals (**MMC Form No. 3**) **ONLINE** through the **MMC online portal** on or before **January 24, 2019**. Delay in the submission will cause delay in the sending of the test materials.
23. Certificates of Merit shall be awarded to students from Grades 1 to 10 who qualify under the following conditions based on their performance in the Elimination Rounds:

Rank	Grade 1 and 2	Grade 3 and 4	Grade 5 to 10
1 st Honors	For those who get 27 or more correct answers	For those who get 36 or more correct answers	For those who get 45 or more correct answers
2 nd Honors	For those who get 24 to 26 correct answers	For those who get 32 to 35 correct answers	For those who get 40 to 44 correct answers
3 rd Honors	For those who get 21 to 23 correct answers	For those who get 28 to 31 correct answers	For those who get 35 to 39 correct answers

24. The top 1 placers of Grades 6 and 10 of each Division in the elimination rounds automatically qualify to the Regional Finals. No hurdle rate is required.

III. DIVISION FINALS

25. The **DepEd Division Math Supervisor** shall be in-charge of the preparation, implementation and documentation of the Division Finals competition including preparation of the program and designation of judges, proctors and hosts/quizzesmasters. ***He/she will also be responsible for settling all questions, including protests, that may arise in the course of the competition, or a panel of advisers may be formed by the Division Schools Superintendent.***

26. The test materials shall be prepared by the MMC Secretariat and transmitted through the same Metrobank branch in the Division/area which coordinated the elimination rounds.

27. In case there is no Metrobank branch in the area, the test materials shall be delivered to the Division Office/s addressed to the Schools Division Superintendent.

28. Test materials transmitted to the Metrobank branches may be claimed personally by the Division Math Supervisor on **February 05, 2020**. In NO instance will be allowed to claim the test materials earlier than February 05. Meanwhile, materials sent to the Schools Division Superintendents shall be handed over to the DepEd Division Math Supervisor **on the day of the Division Finals on February 06 and 07, 2020**.

29. An Opening Program for the Division Finals should be made at **8:00 am** where the package containing the test questionnaires shall be opened publicly and witnessed by the Branch Manager or Schools Division Superintendent. This must be documented using digital or cellphone camera, as proof.

30. The Team Orals should be conducted in three different venues (Grades 1-2 in one venue, and Grade 2-3 in another venue, and Grade 5-6 in another venue). The competition should be held simultaneously, preferably on the stage, inside the gym or any function room that can accommodate the participants and audience for the competition.

31. The following schedule of competition should be followed:

<i>Elementary (February 7, 2019)</i>			
Venue A	Venue B	Venue C	Time
Grade 1	Grade 3	Grade 5	8:30 am
Grade 2	Grade 4	Grade 6	10:00 am

<i>High School (February 8, 2019)</i>		
Venue A	Venue B	Time
Grade 7	Grade 9	8:30 am
Grade 8	Grade 10	10:00 am

32. Concerned Division Math Supervisors are also required to **post the result of the Division Finals ONLINE (MMC Form no. 4) via the MMC portal not later than February 14, 2020**.
33. The results of the Division Finals should be announced immediately after the competition and a DepEd memo should be issued to formalize the announcement. A copy of the memo should be furnished the DepEd Regional Math Supervisor for reference in preparing for the Regional Finals.
34. **Medals and certificates** will be awarded to the members of the top 3 winning teams per grade level regardless of their scores.
35. First place winners in the Grade 6 and Grade 10 in the Division Finals are qualified to compete in the **Regional Finals**. No hurdle rate is required.
36. Certificates of Recognition will be awarded to the schools of the top 3 winning teams. Certificates of appreciation will be given to all coaches and staff members of the competition. All non-winning contestants will be given certificates of merit.
37. The Division Math Supervisor shall submit the following documents on the conduct of the Elimination and Division Finals on or before **February 10, 2019**. Only an electronic copy of the report should be submitted through email at secretariat.mathchallenge@gmail.com, with the following content:

Elimination Rounds	
1.	Executive Summary (Narrative Report)
2.	Registration of the Contestants
3.	Certifications (Opening and Turnover of the Test Materials)
4.	5 best photos (action shots)
Division Finals	
1.	Executive Summary (Narrative Report)
2.	Registration of the Contestants
3.	Certifications (Opening and Turnover of the Test Materials)
4.	Name of Metrobank representative
5.	5 best photos (action shots)

Note: Please do not send the hard copy of the reports.

IV. REGIONAL FINALS

38. All qualified Grades 6 and 10 contestants to the Regional Finals have the opportunity to open an ATM savings account for kids called Metrobank Sparks. To avail, regional finalists are required to accomplish an online registration form for the advance opening of the Metrobank Sparks using this link <http://bit.ly/MMCSparks2020> on or before **January 24, 2020** for Individual Category contestants and **February 14, 2020** for Team Orals Category. A portion of the regional winners' cash prize will be deposited to their Metrobank Sparks.

Note: No amount will be deposited upon opening of the Metrobank Sparks.

39. The **DepEd Regional Math Supervisor** shall be in-charge of the preparation, implementation and documentation of the Regional Finals, including preparation of program, designation of judges, proctors, correctors for the individual competition, hosts/quizmasters and the accommodation of the MTAP representative. He/She must also endeavor to provide whatever assistance is needed by the MTAP representative.
40. An **MTAP representative** will assist in facilitating this stage of the contest, both for the individual and team competitions. **He/she will also be responsible for settling all questions, including protests, that may arise in the course of the competition.**
41. The MTAP representative shall bring the questionnaires and awarding materials on the date of the contest. He/she will open the package containing the questionnaires at 8:00 am with the presence of the Schools Division Superintendent.

A. INDIVIDUAL WRITTEN COMPETITION: (Grade 6 and Grade 10 only)

42. The competition shall be conducted in a close room. For this competition, the contestants must use their code numbers given to them at the registration.
43. There may be more than one corrector for the papers, but only one may correct either Part II or III for the sake of consistency in the giving of partial credit. Each paper must be counter-checked by a corrector of another part of the paper.
44. The top three scorers will be awarded with certificates, medals and cash prizes regardless of their scores.
45. Certificates of merit will be given to all non-winning Regional Finalists while certificates of recognition will be given to all trainers/coaches.

B. TEAM ORAL COMPETITION: (Grade 6 and Grade 10 only)

46. The conduct of the competition shall be the same with the Division Team Oral Finals.
47. The following schedule shall be followed:

March 1, 2019	
8:00 am	Opening Program
8:30 am	Individual Written Exam for Grade 6 and Grade 10
10:00 am	Grade 6 Team Oral Competition
11:30 am	Grade 10 Team Oral Competition
1:00 pm	Awarding Ceremonies

48. The top 3 teams will be declared winners and will be awarded with certificates, medals and cash prizes regardless of their scores. Trophies will be awarded to the schools of the winning team, regardless of their scores. Certificates of recognition will be given to all coaches and staff members. All non-winning Regional Finalists will be given certificates of merit. Contestants who availed the Metrobank Sparks will also receive their ATM cards.
49. A portion of the winner's cash prize will be released during the awarding ceremony while the remaining amount will be deposited to the Metrobank Sparks Account of the winners.
50. Coaches of both individual and team contestants shall be given cash allowance by the Metrobank Branch representative concerned. In the event that the individual or team

contestants have more than one coach, only one official coach per category will be given cash allowance. Coaches of both individual and team contestants will receive cash allowance only once.

51. This should be announced by the Host/Quizmaster during the OPENING PROGRAM.

NATIONAL FINALS

A. SELECTION OF NATIONAL FINALISTS: (Grade 6 and Grade 10 only)

52. Scores of all regional first place winners in each geographical area, i.e., NCR, Rest of Luzon, Visayas and Mindanao, for both individual and team competition, shall be ranked from highest to lowest.

53. Slots Allocation of National Finalists:

For both **Grade 6 and Grade 10**

- Top scorers for both Categories A & B in NCR
- Top scorers in each geographical are (Rest of Luzon, Visayas, and Mindanao)
- Next five (5) top scorers from the remaining regions

54. Top rankers must also meet the "**hurdle rate**" established by the National Steering Committee, which is **45 points** out of a perfect score of 60 points.

55. In case of tie, the MMC Secretariat shall coordinate with the concerned DepEd Regional Office for the tie-breaking questions. The Regional Math Supervisor will administer the tie-breaking questions at a designated venue.

56. National Finalists shall be notified formally by Metrobank Foundation as soon as the consolidation of results is completed by MBFI and MTAP.

B. INDIVIDUAL COMPETITION: (Grade 6 and Grade 10 only)

57. The individual contestants will undergo both written and oral competitions. The individual written competition will be administered a day before the oral competition.

58. The final score of each individual contestant will be **60% of written score + 40% of the oral score**. This will be announced after the oral competition.

59. The contestants will be ranked according to the combined scores and the top three will be declared winners. In case of a tie among any of the teams vying for the first three places, a set of 3 questions will be given to break the tie, one from each category of questions. If the tie is not broken after the three questions, "do or die" questions will be given.

C. TEAM COMPETITION: (Grade 6 and Grade 10 only)

60. The team contestants will undergo an oral competition only.

Note: The complete mechanics of both the individual and team competitions at the national level shall be explained prior to the start of the contest.



CONTEST MECHANICS

MMC Document No. 3



I. ELIMINATION ROUNDS

- ALL public and private schools** must register online via the online MMC Form No. 1: <http://metrobankmathchallenge.com> on or before **October 15, 2019**. Only schools located in far flung and hard-to-reach areas from pre-identified Division Offices have the option to manually submit a hard copy MMC Form No. 1 to their respective Division Math Supervisors on or before **September 16, 2019**. Other schools that have internet access from the select divisions should still register online. For the complete schools registration guidelines and instructions, please refer to **MMC Document No. 4**.
- The contestants from each participating school shall take the elimination round in a testing center designated by the Division. The elimination round is a written test.
- Contestants in a testing room must be of the same grade level. Students from the same school must not sit beside each other nor one behind the other.
- Contestants are NOT allowed to bring cellphone, ipad, ipod, camera, calculator, laptop computer, and other gadgets inside the testing room.
- The proctor shall distribute first the scratch papers where the contestants shall solve the problems. Contestants should write their names in all the scratch papers.
- Before distributing the test papers, the proctor should tell the contestants that they should write **only** their name and school on the test paper. No one should begin answering the questions unless the proctor gives the signal to do so.
- The proctor tells the contestants that **only the final answers** must be written on the test paper. All solutions shall be placed on the scratch papers which should also be turned over to the proctors together with the test paper.
- The proctor informs the contestants of the time limit for the test. He gives the signal for the contestants to begin. Then, he writes on the board "Time Started: ____ " and "Time Ends: ____ "
Duration of the test:

Grade Level	Time Allotment
Grades 1 and 2	60 minutes
Grades 3 and 4	80 minutes
Grades 5 and 6	100 minutes
Grade 7 to 10	2 hours

- Proctor gives 15 minutes and 5 minutes warning before the time is up. All test and scratch papers should be collected when the time is up.

10. The proctor shall give all papers (answered test papers, scratch papers, extra copies of questions) to the person in-charge of assigning the checkers.
11. If any student submits the paper before the time, the proctor shall accept it and ask the student to leave the classroom. The proctor shall collect ALL papers when the time is up and will not allow any extension.
12. The papers shall be corrected using the answer keys provided. Answer keys shall only be opened just before correction begins. Each correct answer merits one point.
13. The top 1 students from Grades 6 and 10 shall represent the Division to the Regional Finals - Individual Category. In case there is a tie for Top 1, both will qualify. No tie breaker is required.
14. The Division Math Supervisor shall ensure that all test papers and answer keys are to be collected. Distribution or reproduction of test materials (used or unused test papers and answer key) outside the actual competition proper, online or offline, is strictly prohibited. Returning of test paper to the contestants or coaches for whatever purpose is not allowed. Similar policy will apply for the Division Finals.
15. The top 6 to 20 highest scoring schools qualify to participate in the **Division Team Finals** competition. Please refer to the **MMC Document No. 2 (Operating Guidelines)** Item no. 21 for the number of teams qualified to join the Division Finals.
16. The scores of the top two contestants of a school by grade/year level shall be added to form the school's score. Suppose the scores of the (3) contestants of **School A** in **Grade 1** are as follows:

Efren: 32

Rosa:35 Jose: 38

- The score of **School A** will be $35 + 38 = 73$. The **Grade 1** team from **School A** will be composed of **Jose** and **Rosa**.
- Assuming **School A** qualifies to compete in the **Division Team Finals**, **Efren** will be the alternate if either Rosa or Jose is not available on the date of the competition.
- If in case both **Jose** and **Rosa** are not available to compete due to unforeseen circumstances, **Efren** will not be allowed to compete alone. Thus, their team will automatically be disqualified. **SUBSTITUTION IS NOT ALLOWED.**

II. DIVISION FINALS

17. The Division Finals is an oral team competition.
18. Each team will be provided with slips of paper for the answer to each question. Before the first question, they will write their team identification on each slip.
19. There shall be 20 questions: 10 fifteen-second questions worth 2 points each, 5 thirty-second questions worth 3 points each and 5 one-minute questions worth 5 points each for a total of 60 points.
 - a. The 15-second questions are to be answered mentally. There will be no writing anywhere, neither on paper, the table, etc. The team of two will work together as

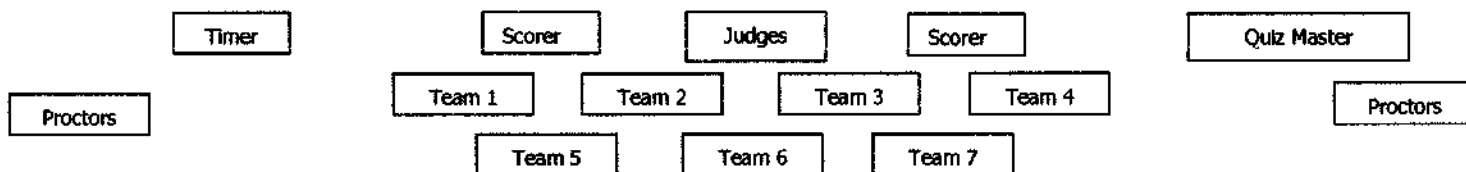
one to discuss their answer to the question. They may start discussing their solution after the first reading of each question.

- b. For the 30-second questions, scratch paper will be provided for each team-contestant. Contestants may begin solving as soon as they wish.
 - c. For 1-minute questions, a copy of the questions will be provided for each team. Scratch papers will be provided.
 - d. NO additional questions should be asked over the 20 official questions provided for this stage of the competition.
20. The quizmaster will read each question twice, after which he/she gives the GO signal. The timer starts when the quizmaster gives the GO signal. The questions shall be read exactly as it is formulated. Rephrasing of the questions is not allowed.
 21. Each answer will be written on the official answer slips provided. As soon as the buzzer rings, everybody must stop writing.
 22. Proctors will collect the answer slips and give them to the judges who sort them into two sets: those with correct answers and those with wrong answers.
 23. One of the judges will announce the teams with the correct answer. The scorers record the points obtained by each team for each correct answer.
 24. Answers must be given complete with units and to the required accuracy. However if the unit is already given in the way the question is asked, it need not be given in the answer.
 25. The teams will be ranked according to their total score in the three parts to determine the winners.
 26. In case of a tie among any of the teams vying for the first three places, a set of 3 questions will be given to break the tie, one from each category of questions. If the tie is not broken after the three questions, "do or die" questions will be given.

COMPLAINTS OR CLARIFICATIONS

27. Only the official contestants may raise a complaint or clarification.
28. Complaints on a given question should be made before the next question is asked. This should be directed to the Chairman of the Board of Judges.
29. The following are responsible for settling all questions, including protest, which may arise in the course of the competition:
 - **Elimination Round to the Division Finals** - Department of Education (DepEd)
 - **Regional Finals** - Mathematics Teachers Association of the Philippines, Inc. (MTAP)
 - **National Finals** - Metrobank Foundation, Inc. (MBFI)
 -

SUGGESTED PHYSICAL ARRANGEMENT:



30. Each team of 2 will be seated in such a way that they can discuss their answers. They must be facing the judges.

MANPOWER REQUIREMENT:

31. Each venue requires the following support staff: 3 Judges, 1 Quizmaster, 2 Scorers (1 on the board/project on screen and 1 manual scoring using the score sheet), 1 timer, 1 proctor for every 4 to 5 teams.

BOARD OF JUDGES:

32. There will be a panel of three judges composed of persons competent in the field of Mathematics.
33. Before the competition officially starts, the board of judges shall review and resolve issues and problems regarding the test questions and their respective answers.
34. The board of judges is responsible in settling the complaints and address clarifications on a given question or issue during the competition. All decisions of the board of judges shall be final.

CHANGES ON RULES AND REGULATIONS

35. Only the National Steering Committee reserves the right to make any modifications on the rules and regulations of the Competition.

III. REGIONAL FINALS

A. INDIVIDUAL COMPETITION: *(Grade 6 and Grade 10 only)*

36. The Regional Finals for the Individual Competition is a written exam.
37. The test consists of three types of questions:
Part I - 15 questions worth 2 points each
Part II - 5 questions worth 3 points each; and
Part III - 3 questions worth 5 points each for a total of 60 points
38. For this competition, the contestants must use their code numbers given to them at the registration.
39. The Grade 6 contestants will be given 1.5 hours to answer the test; the Grade 10 contestants, 2 hours.
40. Partial credit will be given to answers in Parts II and III.

41. There may be more than one corrector for the papers, but only one may correct either Part II or III for the sake of consistency in the giving of partial credit. Each paper must be counter-checked by a corrector of another part of the paper.
42. The Regional Math Supervisor shall ensure that all test papers and answer keys are to be collected. Distribution or reproduction of test materials (used or unused test papers and answer key) outside the actual competition proper, online or offline, is strictly prohibited. Returning of test paper to the contestants or coaches for whatever purpose is not allowed.

B. TEAM COMPETITION: (Grade 6 and Grade 10 only)

43. The mechanics of the Regional Finals Team Competition is the same as that of the Division Finals.

IV. NATIONAL FINALS

A. INDIVIDUAL COMPETITION: (Grade 6 and Grade 10 only))

44. The individual contestants will undergo both written and oral competitions. The individual written competition will be administered a day before the oral competition.
45. The final score of each individual contestant will be 60% of the written score + 40% of the oral score. This will be announced after the oral competition.
46. The contestants will be ranked according to the combined scores and the top three will be declared winners.

B. TEAM COMPETITION: (Grade 6 and Grade 10 only)

47. The team contestants will undergo an oral competition only. The mechanics are the same as those of the Division and Regional Finals.
48. The top three teams will be declared winners. In case of a tie among any of the teams vying for the first three places, a set of 3 questions will be given to break the tie, one from each category of questions. If the tie is not broken after the three questions, "do or die" questions will be given.



- ALL PUBLIC AND PRIVATE SCHOOLS must register online via the MMC Form No.1: Schools Online Registration** using this web address (<http://metrobankmathchallenge.com>). The deadline of the online registration is on **October 15, 2019**.
 - Only schools located in far flung and hard-to-reach areas from pre-identified division offices** have the option to manually submit a hard copy MMC Form No. 1 to their respective Division Math Supervisors on or before **September 16, 2019**.
 - For the list of pre-identified division offices and guidelines on the manual submission, **please read Document No. 5: Guidelines for Manual Submission of Hard Copy MMC Form No.1**
 - Other schools that have internet access from the selected divisions are still required to register online.
- After typing the web address, it will be directed to the MMC Form No. 1 as shown below. **Only one authorized representative per school either the head of the Mathematics department, Mathematics Coordinator or official school coach only** can accomplish and submit the online registration.

MMC METROBANK-MTAP-DEPED MATH CHALLENGE

REGISTRATION FORM
MMC Form No. 1

Metrobank Foundation
DEPED DIVISION OFFICE - MARIKINA CITY
DEPARTMENT OF EDUCATION

SCHOOL INFORMATION

ALL public and private schools are required to register online using the MMC Form 1.

Please make sure to select the correct Division Office where your school belongs to. **Reminder: There should only be ONE MMC FORM NO. 1 PER SCHOOL.**

* Region
-- Select Region --

* School Type
 Public Private

* DepEd Division
Please select region first

* Name of School

* School ID No.

I have read and agreed on the Data Privacy Notice

SAVE AND CONTINUE

ADDITIONAL DETAILS
TEAM INFORMATION
REVIEW & COMPLETE REGISTRATION



3. Start answering the form by selecting 'Region'. Then, select corresponding 'Division'. The choices for the 'Division' changes according to the 'Region' selected.
4. After selecting a 'Division', select the 'Name of the School' in the dropdown menu. Only schools under the selected 'Division' will be available in the 'Name of School' choices.

In selecting the 'Name of the School', you will need to scroll down the list of the school names. Schools are arranged in alphabetical order.

Please make sure to select the correct Division Office. Choosing an incorrect Division Office will invalidate your online MMC Form no. 1.

The screenshot shows a web form for school registration. At the top left, there is a 'Region' dropdown menu with 'Region 1' selected. To the right of this is a black box with white text that reads: 'All public and private schools are required to register online using the MMC Form 1.' Below the 'Region' dropdown is a section titled 'Select Division. Please select your list.' containing several buttons for different divisions: 'Advis', 'Luzon Div.', 'Cebu Div.', 'Mindanao Div.', 'Ilocos Div.', 'Region 1 Div.', 'Region 2 Div.', 'Region 3 Div.', 'Region 4 Div.', 'Region 5 Div.', 'Region 6 Div.', 'Region 7 Div.', 'Region 8 Div.', 'Region 9 Div.', 'Region 10 Div.', 'Region 11 Div.', 'Region 12 Div.', 'Region 13 Div.', 'Region 14 Div.', 'Region 15 Div.', 'Region 16 Div.', 'Region 17 Div.', 'Region 18 Div.', 'Region 19 Div.', 'Region 20 Div.', 'Region 21 Div.', 'Region 22 Div.', 'Region 23 Div.', 'Region 24 Div.', 'Region 25 Div.', 'Region 26 Div.', 'Region 27 Div.', 'Region 28 Div.', 'Region 29 Div.', 'Region 30 Div.', 'Region 31 Div.', 'Region 32 Div.', 'Region 33 Div.', 'Region 34 Div.', 'Region 35 Div.', 'Region 36 Div.', 'Region 37 Div.', 'Region 38 Div.', 'Region 39 Div.', 'Region 40 Div.', 'Region 41 Div.', 'Region 42 Div.', 'Region 43 Div.', 'Region 44 Div.', 'Region 45 Div.', 'Region 46 Div.', 'Region 47 Div.', 'Region 48 Div.', 'Region 49 Div.', 'Region 50 Div.', 'Region 51 Div.', 'Region 52 Div.', 'Region 53 Div.', 'Region 54 Div.', 'Region 55 Div.', 'Region 56 Div.', 'Region 57 Div.', 'Region 58 Div.', 'Region 59 Div.', 'Region 60 Div.', 'Region 61 Div.', 'Region 62 Div.', 'Region 63 Div.', 'Region 64 Div.', 'Region 65 Div.', 'Region 66 Div.', 'Region 67 Div.', 'Region 68 Div.', 'Region 69 Div.', 'Region 70 Div.', 'Region 71 Div.', 'Region 72 Div.', 'Region 73 Div.', 'Region 74 Div.', 'Region 75 Div.', 'Region 76 Div.', 'Region 77 Div.', 'Region 78 Div.', 'Region 79 Div.', 'Region 80 Div.', 'Region 81 Div.', 'Region 82 Div.', 'Region 83 Div.', 'Region 84 Div.', 'Region 85 Div.', 'Region 86 Div.', 'Region 87 Div.', 'Region 88 Div.', 'Region 89 Div.', 'Region 90 Div.', 'Region 91 Div.', 'Region 92 Div.', 'Region 93 Div.', 'Region 94 Div.', 'Region 95 Div.', 'Region 96 Div.', 'Region 97 Div.', 'Region 98 Div.', 'Region 99 Div.', 'Region 100 Div.'. Below this section is a 'Name of School' dropdown menu with a list of school names. At the bottom of the form, there are two buttons: 'Submit' and 'Cancel'.

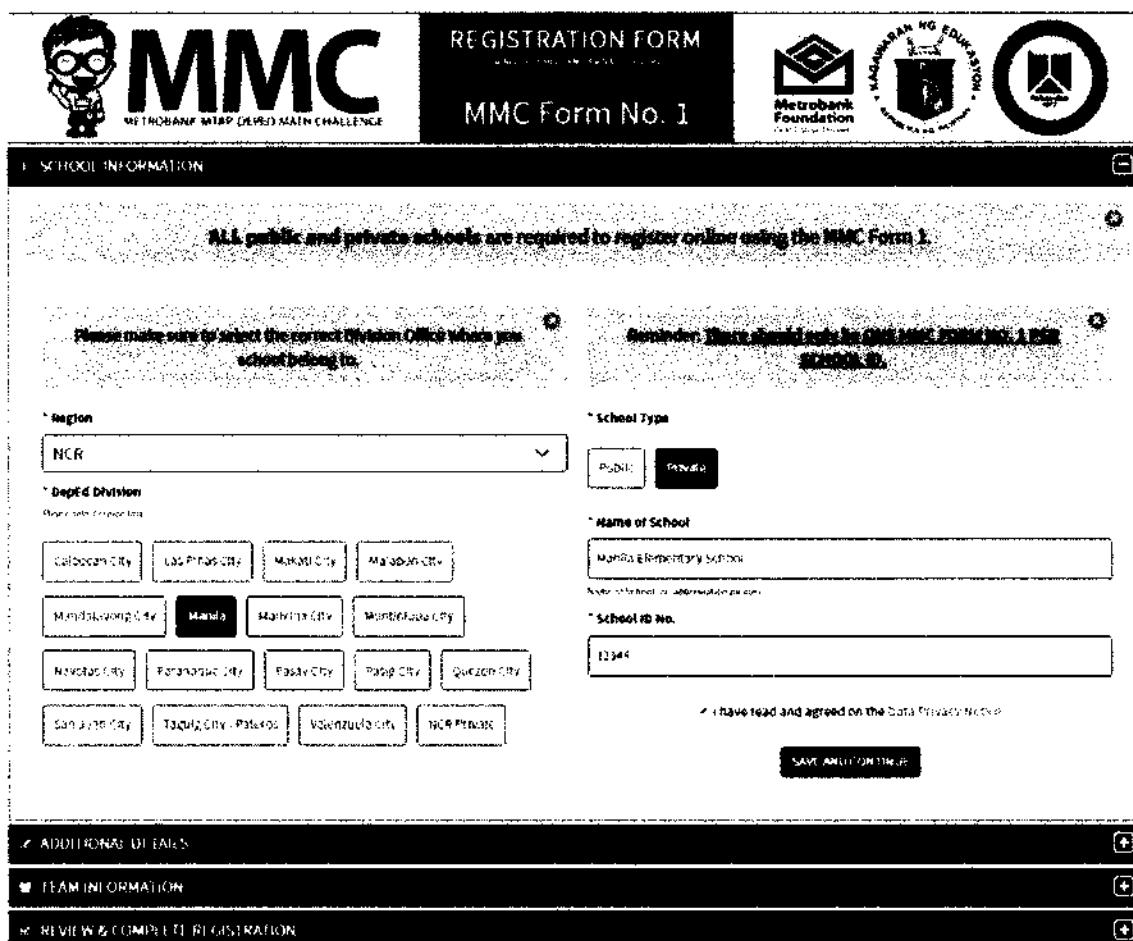
5. After selecting the 'Name of the School', the School ID No. will be automatically occupied.

Please check if the School ID belongs to your school in case your school has a similar school name in your division. If the school ID does not belong to your school, please return to the 'Name of the School' and select the school name with the correct School ID.

If you can't find your School Name and School ID, please go to the Frequently Asked Questions at <http://bit.ly/2020MMCFAQS> and answer the form. We will help you find your School ID and answer other inquiries within 5-7 working days.

6. Kindly select the school type. Then, kindly review and make sure that all the information that you chose in this page are correct. Once you have clicked 'Save and Continue', you will no longer be able to edit your details. Should you wish to edit your details, we advise you to refresh the page and choose accordingly.

7. Then, read the Data Privacy Notice and tick the box if you agree before saving and continuing to the next section.





7. In Additional Details, the 'School Contact Information' is already pre-filled based. All the details are fixed and not editable. You may use the school address to verify if the school name and school ID belongs to your school.

If you have concerns regarding the school information, please go to the Frequently Asked Questions at <http://bit.ly/2020MMCFQAOS> and answer the form. We will help you find your School ID and answer other inquiries within 5-7 working days.

➤ ADDITIONAL DETAILS
☰

The Official Coach should either be the School's Math Department Head, Mathematics Coordinator or Assigned Math Teacher.

Note: You cannot edit the school address. You can use this to check if the 'Name of the School' and 'School ID' you have selected belongs to your school.

Official Coach Contact Information

* Contact Person

Position

Tel. No.

* Mobile No.

* Email

School Contact Information

* Tel. No.

Country Code

* Mobile No.

Country Code

* Fax No.

* Email

Country Code

* Address Line 1

Address Line 1

* Address Line 2

Address Line 2

* City or Municipality

* Province

SAVE AND CONTINUE



8. Please fill up all required mark with * under the 'Official Coach Contact Information' Then, click save and continue.

Please make sure that all contact information is correct and updated. MMC Secretariat will use the Official Coach details to send official communication and updates, if needed. A copy of the MMC Form No. 1 or email verification will be sent to the email address of the 'Official Coach.'

7 ADDITIONAL DETAILS

The Official Coach should either be the School's Math Department Head, Mathematics Coordinator or Assigned Math Teacher.

Note: You cannot edit the school address. Just click on this to check if the 'Name of the School' and 'School ID' you have selected belongs to your school.

Official Coach Contact Information

* Contact Person

First Name: Last Name:

Position:

Tel. No.:

Mobile No.:

* Email:

School Contact Information

* Tel No.:

* Mobile No.:

* Fax No.:

* Email:

* Address Line 1:

* Address Line 2:

* City or Municipality:

Province:

SAVE AND CONTINUE



MMC

METROBANK-MTAP-DEPED MATH CHALLENGE

INSTRUCTION GUIDE FOR THE ONLINE MMC FORM NO.1: SCHOOLS ONLINE REGISTRATON

MMC Document No. 4

9. In Team Information, please select the category which your school will compete in. If your school will compete in both categories, kindly fill **ONE FORM FOR ELEMENTARY AND ANOTHER FORM FOR JUNIOR HIGH SCHOOL**. Submitting multiple forms will invalidate your registration.

Remember: There should only be one form per category per school. According to the MMC guidelines, **only three students per grade level may represent each school.** This includes schools with multiple curricula (regular, science and SPED) but is assigned under one School ID only.



MMC

METROBANK-MTAP-DEPED MATH CHALLENGE

REGISTRATION FORM

FOR SCHOOLS ONLINE REGISTRATON

MMC Form No. 1



☐ SCHOOL INFORMATION +

☑ ADDITIONAL DETAILS +

☑ TEAM INFORMATION +

Before we proceed, please select the category where your school will compete in.

If your school will compete in both categories, you have to submit two MMC Form No. 1.

NOTE: ONE FORM FOR ELEMENTARY AND ANOTHER FORM FOR JUNIOR HIGH SCHOOL.

Category

Elementary
Junior High School

SAVE AND CONTINUE

☑ REVIEW & COMPLETE REGISTRATION +



9.1. The available grade levels will depend on the selected category as shown in the pictures below.

Select **Elementary** for Grades 1 to 6.

Category: **Elementary**

Grade 1 (Free Participation)

Grade 2 (Team Participation)

Grade 3 (Team Participation)

Grade 4 (Team Participation)

Grade 5 (Team Participation)

Grade 6 (Team Participation)

Next Step

Select **Junior High School** for Grade 7 to 10.

Category: **Junior High School**

Grade 7 (Free Participation)

Grade 8 (Team Participation)

Grade 9 (Team Participation)

Grade 10 (Team Participation)

Next Step



10. Once you have selected the category, please select the specific grade levels which your school will compete in. Then, input the **complete name of the contestants** per grade level. After which, click save to review.

Press 'YES' if your school will be participating in the specific grade level and press 'NO' if not.

Once you have pressed 'YES', you will need to fill up the form for the names of the participants. All fields (first name, middle name, last name) are required to be filled up. If a participant does not have a middle name, kindly put a 'dash' (-).

FOR ELEMENTARY

Select 'Yes' on the grade levels which your school will compete in, otherwise select 'No'.

* Grade 1 Team Participating?

YES NO

* Grade 2 Team Participating?

YES NO

* Grade 3 Team Participating?

YES NO

* Grade 4 Team Participating?

YES NO

* Name of Contestant # 1 (Grade 4)

JOHN	S.	Y.
------	----	----

* Name of Contestant # 2 (Grade 4)

MAT	L.	U.
-----	----	----

* Name of Contestant # 3 (Grade 4)

JANE		MICHELLE
------	--	----------

* Grade 5 Team Participating?

YES NO

* Grade 6 Team Participating?

YES NO

SAVE AND CONTINUE



FOR JUNIOR HIGH SCHOOL

Select "Yes" on the grade levels which your school will compete in, otherwise select "No".

* Grade 7 Team Participating?

Yes No

* Name of Contestant # 1 (Grade 7)

First	Last	Division
-------	------	----------

* Name of Contestant # 2 (Grade 7)

First	Last	Division
-------	------	----------

* Name of Contestant # 3 (Grade 7)

First	Last	Division
-------	------	----------

* Grade 8 Team Participating?

Yes No

* Grade 9 Team Participating?


Yes No

* Grade 10 Team Participating?


Yes No

SAVE AND CONTINUE



11. Please carefully review all information and read the important notes. If you wish to edit, you may go back to the previous sections by clicking  this icon. Once the MMC Form No. 1 is submitted you can no longer go back and edit the form.

✓ REVIEW & COMPLETE REGISTRATION
☐

Please carefully review all information. If you wish to edit, you may go back to the previous sections by clicking  icon. Once you click submit, you can no longer edit the form.

A copy of the MMC Form No. 1 or email confirmation will be sent to the email address provided in the "Official Coach Contact Information".

Ensure that your DepEd Division Supervisor will accomplish the MMC Form No. 2 via the MMC online portal on or before October 31, 2020.

School Information	Official Coach Contact Information
Region	Contact Person
NCR	Juan Ben Cruz
DepEd Division	Position
Metro	Math coordinator
School Type	Tel. No.
Private	643-2287
Name of School	Mobile No.
Maria E. Elementary School	0917-245-9746
School ID No.	Email
12345	gfer@1234567890.com.ph

Grade 4
Submit

1. John Smith
 2. Address
 3. Juan Ben Cruz



12. Once all information are reviewed, tick the box above the submit button to certify that the contestants are bona fide students of your school and all information are correct and true. Click "Submit MMC Form 1" to complete the online registration.

Name of School	Mobile No.
Manda Elementary School	0917 241 1706
School ID No	Email
2047	edelsa.morillo@mandakids.com
Grade 4	
<input type="checkbox"/> I hereby certify the above mentioned contestants are bona fide students of our school and all information are correct and true.	

SUBMIT MMC FORM 1



INSTRUCTION GUIDE FOR THE ONLINE MMC FORM NO.1: SCHOOLS ONLINE REGISTRATON

MMC Document No. 4

13. After which, you will be directed to the Online Registration MMC Form No. 1 Summary.



MMC Form No. 1

1. School Name: _____
 2. School Address: _____
 3. School Contact No.: _____
 4. School Email: _____
 5. School Website: _____
 6. School Fax No.: _____
 7. School Head: _____
 8. School Head Contact No.: _____
 9. School Head Email: _____
 10. School Head Signature: _____

SCHOOL INFORMATION	
School Name	_____
School Address	_____
School Contact No.	_____
School Email	_____
School Website	_____
School Fax No.	_____
School Head	_____
School Head Contact No.	_____
School Head Email	_____
School Head Signature	_____

SCHOOL CONTACT INFORMATION	
Name	_____
Contact No.	_____
Address	_____
Signature	_____
Official Seal	_____

SCHOOL CONTACT INFORMATION	
Name of Contact Person	_____
Contact No.	_____
Address	_____

Submitted by: _____
 Approved by: _____
 Signature with Printed Name and Official Seal: _____
 Signature with Printed Name and Official Seal: _____



14. An email verification containing the same MMC Form No. 1 Summary will be sent to the email address provided in the 'Official Coach Contact Information.'
15. The email verification signifies that you have successfully submitted your online MMC Form no. 1. The MMC Secretariat shall review and approve/reject your online form accordingly.
16. A list of registered schools will be made available online starting September 06, 2019 until October 18, 2019 using this web address (<http://bit.ly/2020MMCListofSchools>). Please check the official Facebook page of MMC for more details.
17. Please bring a printed copy of the email confirmation with the signature of the School Principal together with the contestants' identification cards to the registration-in-charge on the day of Elimination Rounds. **This will serve as your permit. No permit, no entry.**
18. Ensure that your Division Math Supervisor will accomplish the MMC Form No. 2 or the tagging of schools to its testing centers **on or before October 15, 2019**. The accomplished MMC Form No. 2 shall be the official entry of the Division in joining the 2020 MMC. Failure to do so shall be grounds for disqualification.
19. If you have questions or concerns, please go to the Frequently Asked Questions at <http://bit.ly/2020MMCFAOS> and answer the form. We will answer your inquiries within 5-7 working days.

FOR SCHOOL HEADS, MATH COORDINATORS, SCHOOL OFFICIAL COACHES AND AUTHORIZED SCHOOL REPRESENTATIVES:

1. **Only schools from far flung and hard-to-reach areas may be allowed to manually submit a hard copy MMC Form No. 1** to their respective Division Math Supervisors on or before **September 16, 2019**.

The following DepEd Divisions* are pre-identified as hard-to-reach areas:

1. Division of Abra	7. Division of Kalinga	13. Only <u>pre-identified schools</u> from the Divisions of Agusan Del Norte, Dinagat Island, Surigao City and Surigao Del Norte , please refer to ANNEX 1.
2. Division of Apayao	8. Division of Mt. Province	
3. Division of Batanes	9. City Schools Division of Tabuk	
4. Division of Basilan	10. Division of Sulu	
5. Division of Benguet	11. Division of Tawi Tawi	
6. Division of Ifugao	12. Division of Zamboanga Del Norte	

*The list of Division Offices with hard-to-reach areas was identified by the MMC Secretariat through the following criteria:

- Majority of schools have no access to internet and mobile data connection and;
- Geographical location is challenging which limits an individual to travel to nearby areas where internet connection is available.

2. However, schools which belong to the pre-identified Divisions above but with access to internet should still register online.
3. Schools that failed to submit the hard copy MMC Form No.1 on September 16, 2019 can still register online **on or before October 15, 2019**. Please refer to Document 4 for the complete instruction guide on the ONLINE MMC Form 1.
4. A list of registered schools will be made available online using this web address (<http://bit.ly/2020MMCListofSchools>). Forms submitted manually will be reflected and posted starting September 30, 2019.
5. Attached is the official hard copy of MMC Form No. 1.

FOR DIVISION MATH SUPERVISORS:

6. The DepEd Division Math Supervisors shall review and collect all manually submitted MMC Form No.1. Please make sure that all required details in the form are filled and correct.
7. Once forms are reviewed and collated, **the Division Math Supervisor shall scan all manually submitted MMC Form No. 1 and save it in one pdf file only**. This means that there is only **one** pdf file for all manually submitted MMC Forms per email.
8. The Division Math Supervisor shall **email the one pdf file** containing the manually submitted MMC Form No. 1 to the MMC Secretariat at secretariat.mathchallenge@gmail.com on or before **September 20, 2019**. The MMC Secretariat highly encourages the Division Math Supervisors to submit and email the scanned copies (in one pdf file only) on a weekly basis. The Secretariat shall reject email messages with more than one pdf file or one file per form as attachment.
9. Please indicate in the email subject the name of the Division Office, no. of entries, MMC Form No. 1.
Example email subject: Division of Apayao, 19 entries, hard copy MMC Form No. 1.
10. The MMC Secretariat shall encode the MMC Form No.1 immediately a week after receiving the email and shall inform the Division Math Supervisors through email and text on or before **September 30, 2019**.
11. Once all MMC Form No. 1 are encoded, **the DepEd Math Supervisor shall accomplish the MMC Form No. 2 or the tagging of schools to its testing centers** on or before **October 31, 2019**. This shall serve as the official entry and intent of the Division in joining MMC. Failure to do so shall be grounds for disqualification.
12. For your reference, below is the timeline for the 2020 MMC Schools Registration:

August 15 to September 16, 2019	• Manual Submission of Hard Copy MMC Form No 1 <i>(for pre-identified divisions and schools only)</i>
August 15 to October 15, 2019	• Submission of ONLINE MMC Form No 1
September 16 to 20, 2019	• DepEd Division Math Supervisors to email a scanned copy of the manually submitted MMC Form No. 1 to the MMC Secretariat (MBFI).
September 20 to 30, 2019	• MMC Secretariat to encode online the manually submitted MMC Form No. 1