



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

28 October 2025

DIVISION MEMORANDUM

No. 617, s. 2025

**SUBMISSION OF DOCUMENTARY REQUIREMENTS FOR REGULAR
PHILIPPINE EDUCATIONAL PLACEMENT TEST (PEPT) SY 2025-2026**

To: Assistant Schools Division Superintendents
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. In reference to DepEd Order No.55,s 2016 **Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program** and DepEd Advisory of the Bureau of Education Assessment BEA-EAD)(dated January 22,2024 titled *Administration of the 2025 Regular Philippine Educational Placement Test (PEPT)*, this office through the Curriculum Implementation Division (CID) announces the filing of the 2025 Regular Philippine Educational Placement Test in any of the Sub Office .
2. The following are the documentary requirements to be submitted to the Division Testing & Evaluation Coordinator:
 - a. **Original Birth Certificate** issued by the Philippines Statistics Office (PSA) or Local Civil registrar duly authenticated original and two (2) photocopies.
 - b. Original and one photocopy of the **School Permanent Record** (e.g SF10/Form 137 signed by the School Principal/Registrar/School Administrator.
 - c. School permit: **Photocopy of School Permit to Operate/Government Recognition** for private school applicants) and
 - d. Identical and recently taken(1x1) **colored ID pictures**.
3. Applicants should register/bring the documentary requirements at the nearest sub-office from the date this memorandum released.
4. Deadline of submission of all documents will be until last week of November 2025.
5. For clarification and further inquiries, you may contact the Curriculum Implementation Division at (043) 722-1840 local 213.



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


MARITES A. IBANEZ, CESO V
Schools Division Superintendent 

Encl.: None.

Reference: DepEd Order No.55, s. 2016

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

Issuances- Division Memorandum

MBU/ SUBMISSION OF DOCUMENTARY REQUIREMENTS FOR REGULAR PHILIPPINE EDUCATIONAL PLACEMENT TEST (PEPT) SY 2025-2026/~~32-113153~~ /10/28/2025



Republic of the Philippines
Department of Education
BUREAU OF EDUCATION ASSESSMENT

LEM's Copy

2024 REGULAR PHILIPPINE EDUCATIONAL PLACEMENT TEST (PEPT)

REGISTRATION FORM				
Name of Registrant/ Examinee	Last Name	First Name		M.I.
Mailing Address	No., Street, Barrio, Town, Province/City		Age	Sex ☐ Male ☐ Female
			Person with Disability (PWD) ☐ Yes ☐ No	
Date of Birth (Month/Date/Year)		Contact Number	Date of Examination (Month/Date/Year)	
Name and Address of School Last Attended		Last Grade Level Completed To be filled out by the Division Testing Coordinator		Grade Level/s to Take (check all that applies) To be filled out by the Division Testing Coordinator
Purpose To be filled out by the Division Testing Coordinator ☐ Placement ☐ Validation ☐ Subject Completion		☐ No Schooling ☐ Grade 5 ☐ Kindergarten ☐ Grade 6 ☐ Grade 1 ☐ Grade 7 ☐ Grade 2 ☐ Grade 8 ☐ Grade 3 ☐ Grade 9 ☐ Grade 4		☐ Kindergarten ☐ Grade 6 ☐ Grade 1 ☐ Grade 7 ☐ Grade 2 ☐ Grade 8 ☐ Grade 3 ☐ Grade 9 ☐ Grade 4 ☐ Grade 10 ☐ Grade 5 ☐ for retake, indicate the grade level/s and subject/s to take
Place and Date of Registration			Examination Center	
INSTRUCTIONS TO THE PEPT TESTING COORDINATOR - Before signing this form, please ensure that all entries on Age, Last Grade Level Completed, and Grade Level/s to Take are legible and correct. - Detach Admission Slip and give it to the applicant. - Keep the LEM's Copy and give it to the Chief Examiner on examination day for the applicant verification purposes. NO REGISTRATION FEE I hereby declare under oath that I have personally accomplished this Registration Form and that by affixing my name below, I am certifying that all documents attached to this application are a faithful reproduction of the original, and that all statements and information provided therein are complete, accurate, and correct to the best of my knowledge. I am assuming full responsibility and accountability for the correctness of the details provided and for the document's authenticity. Signature over Printed Name of Registrant/Examinee To be filled out by the Division Testing Coordinator For NEW PEPT REGISTRANTS ☐ Original and Photocopy of Birth Certificate (NSO/PSA or Local Civil Registrar) ☐ Certified True Copy of Schools Records with dry seal (SF10/F137 signed by the School Principal/ Registrar/Administrator) ☐ Identical and recently taken 1x1 colored ID pictures with name tag (2 pcs) For retakes and PEPT passers only ☐ Certificate of Rating (COR) ☐ Identical and recently taken 1x1 colored ID pictures with name tag (2 pcs) Additional Requirements for PEPT Validation Purposes only ☐ Endorsement Letters ☐ Regional Office ☐ Schools Division Office				



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BUREAU OF EDUCATION ASSESSMENT

Registrant's Copy

2024 REGULAR PHILIPPINE EDUCATIONAL PLACEMENT TEST (PEPT)

ADMISSION SLIP			
Name of Registrant/ Examinee	Last Name	First Name	M.I.
Date of Birth (Month/Date/Year)	Age	Date of Examination (Month/Date/Year)	
Examination Center	Last Grade Level Completed To be filled out by the Division Testing Coordinator	Grade Level/s to Take To be filled out by the Division Testing Coordinator	
NOTES: - Upon registration, the Registration Officer will inform you of the examination date and venue. - Complete all the information in the Registration Form. - On the examination day, the examinee must be in the venue at 7:30 A.M. Bring this slip and at least two (2) pieces of No. 2 pencils. Certified True and Correct:			