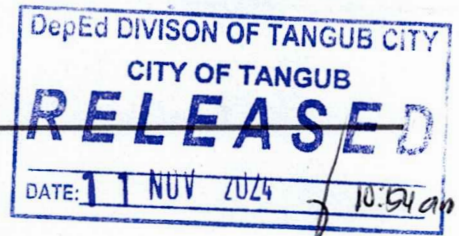




Republic of the Philippines  
**Department of Education**  
 Region X  
**SCHOOLS DIVISION OF TANGUB CITY**

2411-762



November 4, 2024

**DIVISION MEMORANDUM**

No. 764, s. 2024

**2024 ACCREDITATION AND EQUIVALENCY (A&E) TEST REGISTRATION**

To: Assistant Schools Division Superintendent (ASDS)  
 Chief Education Supervisors (CID & SGOD)  
 Education Program Supervisors (EPSs)  
 Public Schools District In-Charge (PSDICs)  
 ALS Teachers  
 Community ALS Implementers  
 All Others Concerned

- Regarding the released DepEd Advisory dated October 18, 2024 re Guidelines on the 2024 Accreditation and Equivalency (A&E) Test Registration, this Office through the Curriculum Implementation Division (CID) shall conduct the Registration Activity at the identified learning centers from November 11 until November 22.
- The eligibility of test registrants and requirements is found in the attached communication. They shall be assisted by the ALS Teachers and Community ALS Implementers.
- Attached is the schedule of the test registration and the assigned Community Learning Centers (CLCs). All Division ALS personnel shall serve as the frontliners to this activity and ensure that all qualified learners are catered.
- There shall be no payment collected by anyone involved in the A&E Test Registration, Administration, and Issuance of certificate of rating as stipulated in the Advisory.
- Immediate and widest dissemination of this Memorandum is desired.

**SHAMBAEH A. ABANTAS-USMAN, PhD, CESO VI**  
 Schools Division Superintendent

Reference:  
 DepEd Advisory dated October 18, 2024  
 To be indicated in the Perpetual Index  
 under the following subjects:  
 ALS CURRICULUM  
 SAU/CID/juj



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Effectivity	08.16.2024	Page	Page 1 of 2



**Republic of the Philippines**  
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**Region X**  
**SCHOOLS DIVISION OF TANGUB CITY**

Enclosure I 704

**Schedule of 2024 Accreditation and Equivalency (A&E) Test Registration**

	DATE	DISTRICT & CLCs
2024 Accreditation and Equivalency (A&E) Test Registration	November 11-12, 2024	Southwest A & B <ul style="list-style-type: none"> <li>• Sicot CLC</li> <li>• Simasay</li> <li>• Guinabot</li> <li>• Silangit</li> <li>• Panalsalan</li> <li>• Sumirap DLC</li> <li>• Bocator</li> <li>• San Vicente</li> <li>• Tugas</li> </ul>
	November 13-14, 2024	South A & B <ul style="list-style-type: none"> <li>• Prenza CLC</li> <li>• Garang</li> <li>• Pangabuan CLC</li> <li>• Lorenzo Tan DLC</li> <li>• Maquilao CLC</li> <li>• Labuyo</li> <li>• Aquino</li> </ul>
	November 15 and 18, 2024	Central A & B <ul style="list-style-type: none"> <li>• Sta Cruz CLC</li> <li>• Migcanaway</li> <li>• Central DLC</li> <li>• Mantic CLC</li> <li>• Kimat</li> <li>• Brgy. V, IV &amp; II</li> <li>• San Apo</li> <li>• BJMP</li> </ul>
	November 19-20, 2024	North A & B <ul style="list-style-type: none"> <li>• Isidro D. Tan CLC</li> <li>• Silanga CLC</li> <li>• Sta. Maria DLC</li> <li>• Salimpuno</li> <li>• Polao CLC</li> <li>• Villaba</li> <li>• Manga</li> <li>• Bongabong</li> <li>• Minsubong</li> <li>• Maloro CLC</li> <li>• Capalaran</li> </ul>
	November 21-22, 2024	All Districts

*mp*



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Republic of the Philippines  
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Office of the Director

18 October 2024

**ADVISORY**

**GUIDELINES ON THE 2024 ACCREDITATION AND EQUIVALENCY (A&E)  
TEST REGISTRATION**

The Department of Education (DepEd), through the Bureau of Education Assessment (BEA) in coordination with the Bureau of Alternative Education (BAE), announces the registration period for the administration of the 2024 Accreditation and Equivalency (A&E) Test. The guidelines for the test registration are as follows:

**A. Registration Period**

1. The registration period relative to A&E Test Administration shall be **on October 21 to December 2, 2024.**
2. A&E Test applicants shall register in the identified Schools Division Offices (SDOs) and designated as registration centers by the Schools Division Superintendent (SDS).

**B. Eligibility of Test Registrants and Requirements**

3. The following are eligible to register and take the A&E Test:
  - a. ALS learners enrolled in the Learner Information System (LIS) for SY 2024-2025 on or before October 31, 2024;
  - b. Previous ALS Program Completers not registered in the LIS of the current school year who did not submit or did not meet the minimum required points in the **Presentation Portfolio Assessments (PPA)** BUT underwent additional learning intervention in the ALS K to 12 Basic Education Curriculum (BEC) certified by the ALS Teacher/Community ALS Implementor/Learning Facilitator (See Certification of Portfolio);
  - c. Previous ALS Program Completers not registered in the LIS of the current school year who did not pass the **previous A&E Test** BUT underwent additional learning intervention in the ALS K to 12 Basic Education Curriculum (BEC) certified by the ALS Teacher/Community ALS Implementor/Learning Facilitator (See Certification of Additional Intervention);
  - d. 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 or before the examination day.**



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**Department of Education**  
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4. The test registrants must submit the following requirements to the Division Testing Coordinator (DTC) or to the designated Registration Testing Officer:
  - a. Original and photocopy of Birth Certificate issued by the Philippine Statistics Authority (PSA) formerly National Statistics Office (NSO);
  - b. If the copy of the 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)
  - c. 1x1 identical ID Photo (white background with name tag)
  - d. Certification of Portfolio certified by the ALS Teacher/Community ALS Implementor/Learning Facilitator and endorsed by the Division ALS Focal Person/Education Program Specialist II for ALS (EPSA) (See Certification of Portfolio).
5. Only the registered applicants with complete requirements shall be allowed to take the A&E Test at the testing centers approved by BEA. **No walk-in** A&E Test takers shall be accommodated.

**C. Selection of Testing Personnel for the Test Administration**

6. The SDS, through the Division Testing Coordinator (DTC), shall assign personnel who shall perform the functions listed below. They shall have a Very Satisfactory (VS) performance in the conduct of BEA testing program and should have no records of violations relating to national examination policies.

**During Registration**

- Registration Testing Officer (RTO), co-registrar, and support staff who will manage the registration process and evaluation of applicants' documents

**During the Test Administration**

- Chief Examiners
- Supervising examiners
- Room Examiners

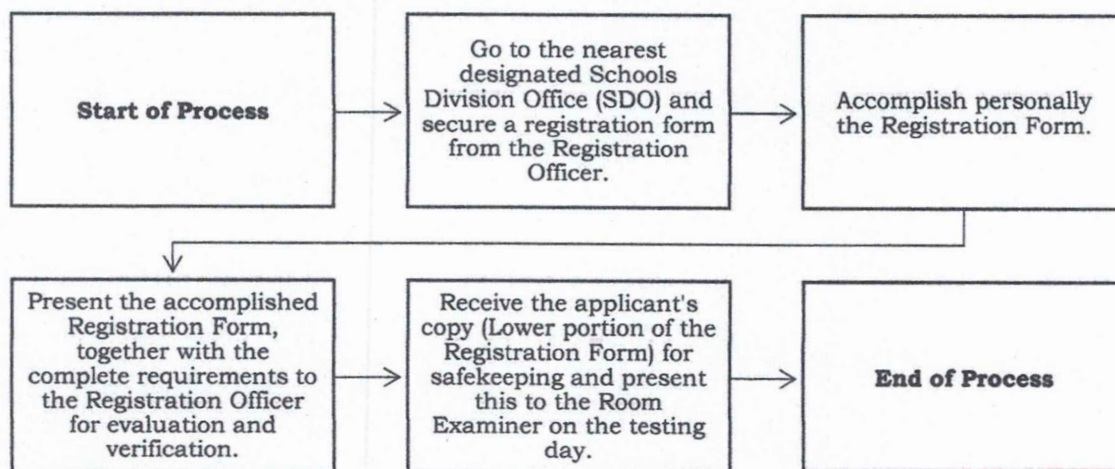


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**D. Registration Process**

7. The following are the steps in the Registration Process:



8. ALS Teacher/Community ALS Implementer/ Learning facilitators may gather applicants from far-flung areas in one assembly and assist them in the registration. They shall secure the accomplished forms and the required documents for submission to the Registration Committee in the SDO.
9. After the evaluation of documents, they shall keep all the applicants' copy to be given to the examinees a day before or on the testing day. This is to avoid misplacement of applicant's copy, which is needed to present on the testing day. Non-DepEd ALS Program Providers may also adapt this procedure to facilitate the registration of their learners.
10. **NO PAYMENT SHALL BE COLLECTED** by anyone involved in the A&E Test Registration, Administration, and issuance of certificate of rating.

**E. Dissemination of Registration Process**

11. Registration Testing Officer (RTO), co-registrar staff, and support staff who will manage the registration process and evaluation of applicants' documents shall disseminate the registration process to the registrants.



Republic of the Philippines  
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12. All DTCs shall orient the RTOs and ALS Implementers on the registration process and evaluation of applicants' documents. All RTOs are liable to any irregularities on the required age and documents of test applicants.
13. ALS Implementers shall help in the dissemination of information and distribution of registration form.

**F. Testing Center**

14. The DTCs shall prepare the list of testing centers and the total number of examinees per level. A copy of this report in MS Excel format shall be submitted to BEA through email address: [bea.ead@deped.gov.ph](mailto:bea.ead@deped.gov.ph) by the DTC on or before **December 6, 2024**. (See List of Testing Centers)
15. Should there be any changes in the testing centers and total number of examinees per level, an official correspondence (e.g., memorandum/letter) from the Regional Office (RO) shall be sent to the Bureau of Education Assessment (BEA). The said correspondence shall be addressed to:

**KEVIN CARL P. SANTOS, PhD**  
Director IV  
Bureau of Education Assessment

16. For further queries and information, Regional Offices (ROs) and SDOs are requested to coordinate with the **Bureau of Education Assessment - Education Assessment Division (BEA-EAD)** at telefax number **(02) 8631-2589** or email [bea.ead@deped.gov.ph](mailto:bea.ead@deped.gov.ph)
17. Immediate dissemination of this Advisory is desired.

  
**KEVIN CARL P. SANTOS, PhD**  
Director IV  
Bureau of Education Assessment

**Attachments:**

1. A&E Test Registration Form
2. Certification of Portfolio
3. Additional Intervention
4. List of Registrants
5. List of Testing Centers

