

Department of Education

REGION III – CENTRAL LUZON SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

25 November 2024

SCHOOLS DIVISION MEMORANDUM

No. 40%

s. 2024

DISSEMINATION OF THE REGIONAL MEMORANDUM NO. 778 TITLED DISSEMINATION OF ADVISORY, DATED OCTOBER 18, 2024, RE: GUIDELINES ON THE 2024 ACCREDITATION AND EQUIVALENCY (A&E) TEST REGISTRATION

To: Assistant Schools Division Superintendent Chief Education Supervisors Public Elementary and Secondary Schoolheads All Others Concerned

- 1. For information, guidance and strict compliance of all concerned, enclosed is the Regional Memorandum No. 778 s. 2024, titled Dissemination of the Advisory, dated October 18, 2024, re: Guidelines on the 2024 Accreditation and Equivalency (A&E) Test Registration.
- 2. For any concerns or queries, please communicate with Dr. Leilani D. Tidalgo, Division Testing Coordinator (DTC), through her cellphone no. 09636009845 or via email address: leilani.tidalgo@deped.gov.ph.
- 3. Immediate and wide dissemination of this Memorandum is earnestly desired.

WE THE SENT OF METERS

Encl: RM 778 S. 2024

Reference: None
To be indicated in the <u>Perpetual Index</u>
under the following subjects:

ACCREDITATION AND EQUIVALENCY TEST REGISTRATION

CID/LDT-Dissemination of RM-778 30/November 25, 2024 JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent

RONILO E. HILARIO
Assistant Schools Division Superintendent









Department of Education

REGION HI-CENTRAL LUZON



REGIONAL MEMORANDUM

No. 778, s. 2024

DISSEMINATION OF ADVISORY, DATED OCTOBER 18, 2024, RE: GUIDELINES ON THE 2024 ACCREDITATION AND EQUIVALENCY (A&E) TEST REGISTRATION

To: Schools Division Superintendents
Curriculum and Learning Management Division Chief
Curriculum Implementation Division Chiefs
Education Program Supervisors
Public Secondary School Heads
All Others Concerned

- 1. For the information, guidance, and strict compliance of all concerned, enclosed is the Advisory from the Office of the Bureau of Education Assessment, dated October 18, 2024, re: Guidelines on the 2024 Accreditation and Equivalency (A&E) Test Registration.
- 2. For further queries, please 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.
- Immediate and wide dissemination of this Memorandum is earnestly desired.

OIC - Regional Director 9

Encl.; As stated
Reference: Memorandum No. 448, s. 2024
To be indicated in the Perpetual Index
under the following subjects:

ACCREDITATION AND EQUIVALENCY

TEST REGISTRATION

CLMD3/Clmd4 October 30, 2024

> To send feedback regarding any of our services, kindly scan the OR Code.











City of San Fernando (P)

Telephone Number: (045) 598-8580 to 89 Email Address: region3@deped.gov.ph





Department of Education

BUREAU OF EDUCATION ASSESSMENT

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

- The registration period relative to A&E Test Administration shall be on October 21 to December 2, 2024.
- 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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Office of the Director

- 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).
- 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



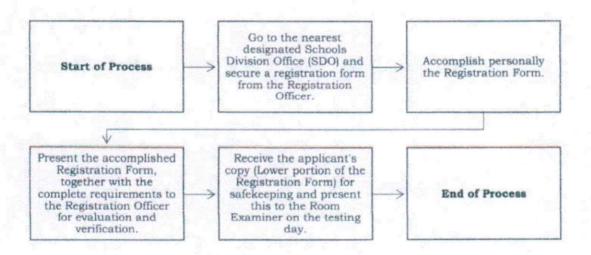
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D. Registration Process

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



- 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.



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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.eadaddeped.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
- 17. Immediate dissemination of this Advisory is desired.

KEVIN CARL P. SANTOS, PhD

Director IV Bureau of Education Assessment

Attachments:

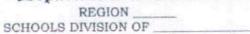
- 1. A&E Test Registration Form
- Certification of Portfolio
- 3. Additional Intervention
- 4. List of Registrants
- 5. List of Testing Centers

A&E Registration Form

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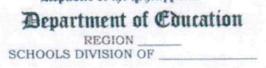


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	and has submitted a portfolio containing the following documents
	a. Personal Information Sheet (PIS)
	b. Functional Literacy Test (FLT)
	c. Assessment Forms 1-2 d. Recognition of Prior Learning (RPL) Forms 1-4
	e. At least four (4) work samples per Learning Strand (each highlighting the specific
	competency demonstrated)
	competency demonstrated,
	This certification is issued as one of the requirements for the registration in
the 2	024 Accreditation and Equivalency Test.
	0 4:5-11
	Certified by:
	ALS Teacher/Community ALS Implementor/Learning Facilitator
	Signature over Printed Name
	Date:
	AZ CLCO
	Endorsed by:
	Division ALS Focal Person/
	Education Program Specialist II for ALS
	Signature over Printed Name

Date:







CERTIFICATION

	that(Give	en Name, Middle Name, Last Name, Extension Name	ne)
LRN	of		is a/ar
		(CLC Name)	
	ALS PROGRAM	COMPLETER in the Learner	rs Information
Elementary or Junior High School			
System (LIS) of SY			
Ua/Cha un damus	ent additional int	amountion in the ALS V to 12 B	agic Education
rie/one underwe	ant additional int	ervention in the ALS K to 12 B	asic Education
Curriculum (BEC).			
my 1		5 11	istantian is
This certification	is issued as on	e of the requirements for the	registration ii
the 2024 Accreditation	and Equivalency	Test.	
		Japan W. W.	
	Cer	rtified by:	
	The second of the August of		
		Implementor/Learning Fac	ilitator
ALS Teacher/	Community ALS	ministration / rearring rac	
ALS Teacher/	Signature of	over Printed Name	



Republic of the Philippines Department of Education Region Division of



Accreditation and Equivalency (A&E) Test List of Registrants

Testing Center:	Address:
Region & Division Code:	A&E Test Level:

Summary	of Registrants
Male	
Female	
Total	

S	News		Birthdate	Sex	Documents Submitted (Check the appropriate Column)			
No.	Name	Age	(mm/dd/year)	(M/F)	Birth Certificate	Proof of Birthdate	Certificate of Portfolio	Certificate of Additional Intervention
1								
2								
3								
4								
5		JE TELL						
6								
7				L. CE				
8								
9								
10					415			
11						8.80		
12								
13								
14								
15								
16								
17								
18				Tage I				
19							-	187
20								

Prepared by:	
Signature Over Printed Name	
Approved by:	
Signature Over Printed Name	

List of Testing Centers



	Republic of the Philippines	
	Department of Education	
ego	n	
Divis	on of	

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ACCREDITATION AND EQUIVALENCY (A&E) TEST

SDO ADDRESS:

UST OF TESTING CENTERS

	New Control of the Co	Testing Center Complete Address			Total No. of Examinees			
No. Testing				Eleme	Elementary Level		h School Level	
	Testing Center		Registration Officer	Regular	With Special Needs	Regular	With Special Needs	
							N.	
700								

Prepared by:		
	Signature over Printed Name of DTC	