



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
#82 Military Cut-Off, Baguio City  
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DEPED DIVISION OF  
BAGUIO CITY


JAN 08 2018

RELEASED

**DIVISION MEMORANDUM**

No. 09 S. 2018

**To : Public Schools District Supervisors  
School Administrators, Principals, Head Teachers  
Elementary and Secondary Schools  
(Public and Private)**

  
**From : FEDERICO P. MARTIN, Ed. D., CESO VI  
Schools Division Superintendent  
Baguio City**

**Subject : GUIDELINES IN THE COMPUTATION OF GRADES OF PARTICIPANTS  
IN CONTESTS**

**Date : JANUARY 4, 2018**

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1. This is in reference to DepEd Order No. 8 s. 2015, re: " Classroom Assessment," i.e, how to keep track of learners' progress in relation to the computation of grades, particularly learners who participated in any competition as a form of consideration.
  2. In the computation of any missed graded activity by the learners joining contests recognized by the DepEd (academic, sports, extra-curricular, co-curricular etc.), the teachers concerned shall apply the ratio and proportion policy as advantageous in the computation of the grade of said learners.
  3. This applies to all Schools in the DepEd, Division of Baguio City as one way of supporting and giving the opportunity for the learners to compete in the area of their interest and excellent skills (laboratory of life ).
  4. Attached is a sample computation. Notwithstanding the application of this scheme, examinations and graded long quizzes should not be given while some of the learners are participating in co-curricular or extra-curricular activities.
  5. All private elementary and secondary schools are likewise encouraged to apply the said scheme.
  6. Wide and immediate dissemination of this memorandum to all concerned is desired.

**Sample Class Record for MAPEH Grade 6 ( Second Quarter)**

	Written Work (20%)							Performance Tasks (60%)											
	1	2	3	4	5	6	7	Total	PS	WS	1	2	3	4	5	6	Total	PS	WS
Highest Possible Score	20	25	20	20	25	15	25	150	100	20%	15	15	25	20	20	25	120	100	60%
Learner A	18	20	19	18	23	X	X	98	89.09	17.82									

**Sample Computation using the RATIO AND PROPORTION**

**Steps in the Computation**

A. Learner A missed two written activities due to sports contest, score is 98  
110

1. Percentage Score (PS) =  $\frac{\text{Learner's total raw score}}{\text{Highest total possible score} - \text{missed activity/ies}} \times 100$

PS =  $\frac{98}{110} \times 100$   
PS = 89.09

2. Weighted Score (WS) = PS multiplied by weight of component (20%)for MAPEH  
WS = 89.09 X .20  
WS = 17.82

3. Then proceed to the steps on how to compute the quarter grade

**Sample Class Record for MATH Grade 6 ( Second Quarter)**

	Written Work (40%)							Performance Tasks (40%)											
	1	2	3	4	5	6	7	Total	PS	WS	1	2	3	4	5	6	Total	PS	WS
Highest Possible Score	20	25	20	20	25	15	25	150	100	40%	15	15	25	20	20	25	120	100	40%
Learner B											13	12	20	17	X	20	82	82	32.8

**Sample Computation using the RATIO AND PROPORTION**

**Steps in the Computation**

B. Learner B missed one performance task activity due to math contest, score is 82  
100

1. Percentage Score (PS) =  $\frac{\text{Learner's total raw score}}{\text{Highest total possible score} - \text{missed activity/ies}} \times 100$

$$PS = \frac{82 \times 100}{100}$$

$$PS = 82$$

2. Weighted Score (WS) = PS multiplied by weight of component (40%)for Math

$$WS = 82 \times .40$$

$$WS = 32.8$$

3. Then proceed to the steps on how to compute the quarter grade