



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
**SCHOOLS DIVISION OFFICE OF BAGUIO CITY**

14 September 2022

DIVISION MEMORANDUM

No. **392** s. 2022

**ONSITE ADMINISTRATION OF PHILIPPINE EDUCATIONAL  
PLACEMENT TEST (PEPT) PRE-REGISTRATION**

To : Chief Education Supervisors, CID and SGOD  
Public Schools District Supervisors  
Education Program Supervisors  
School Heads, Public & Private  
All Others Concerned

1. In reference to DM/OM-CI-2022-00272 entitled "Onsite Administration of the Philippine Educational Placement Test (PEPT) and other Regular Assessment Services", this office announces that the onsite pre-registration for the Schools Division is now open.
2. The following are the requirements to be submitted to the Curriculum Implementation Division (CID) office until October 19, 2022.
  - a. Original and one photocopy of birth certificate duly authenticated and issued by the Philippine Statistics Authority (PSA) or by the Local Civil Registrar;
  - b. Original and one photocopy of the permanent school record (SF10/Form 137) signed by the School Principal/Registrar/School Administrator;
  - c. Identical and recently taken 1x1 colored ID pictures with complete name tag (Two pieces); and
  - d. Photocopy of School Permit to operate/Government Recognition (For applicants who completed their last grade level from a private school)
3. The schedule of onsite administration of PEPT will be on November 2022 as per DO No. 034, s. 2022. Specific date will be announced through a separate memorandum.
4. Immediate and wide dissemination of this Memorandum is desired.

**FEDERICO P. MARTIN, EdD, CEEd, CESO V**  
Schools Division Superintendent

"DepEd SDO Baguio City: We Serve, We Care."

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