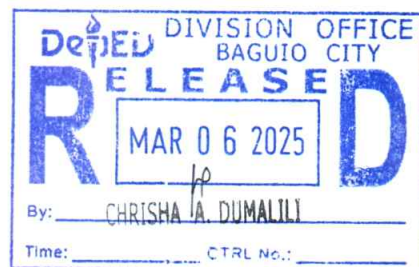




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
**SCHOOLS DIVISION OFFICE OF BAGUIO CITY**



**March 6, 2025**

**DIVISION MEMORANDUM**

No. **164-2025**

**QUALIFYING EXAMINATION FOR INCOMING GRADE 4 STUDENTS  
OF THE SPECIAL SCIENCE ELEMENTARY SCHOOLS**

To: Chief Education Supervisor  
Education Program Supervisors  
Public School District Supervisors  
Public and Private Elementary School Heads  
Others Concerned

1. The field is hereby informed that the admission process for incoming Grade 4 learners in the Special Science Elementary Schools will start on March 7, 2025 and will end on March 28, 2025. The qualifying examination for the 2 implementing schools, **Baguio Central School** and **Lucban Elementary School** will be administered on March 29, 2025.
2. The application is open to all qualified Grade 3 completers for SY 2024-2025 from private and public schools with the following requirements:
  - a) Duly filled out Application Form which is available at Baguio Central School and Lucban Elementary School Facebook page and DepEd Tayo Lucban Elementary School Facebook page;
  - b) Certified True Copy of Grade 3 Progress Report Card (School form 9). The learner should have a grade of at least 90% in Science, Mathematics, and English and at least 85% in other learning areas from the first to third grading period;
  - c) Photocopy of school identification card for the current school year; and
  - d) Photocopy of birth certificate.
3. Last day of submission of application documents will be on March 28, 2025 at the respective implementing school.
4. Teachers who will serve as examiners and TWG during the qualifying examination shall be entitled to one (1) day service credit as per DO 53, s. 2003 and CSC DBM Joint Circular No. 2, s. 2004
5. Relative to this, an orientation of the Division Committee on Implementation of SSES as identified in DM 126 s. 2025, all elementary school heads, and one master teacher per elementary school will be conducted on March 12, 2025, from 2:00 PM to 3:30 PM at the PFVR.
6. Immediate and wide dissemination of this Memorandum is desired.

  
**SORAYA T. FACULO PhD, CESO VI**  
Schools Division Superintendent

