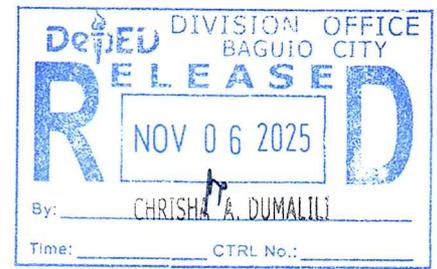




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



November 5, 2025

DIVISION MEMORANDUM

NO.: 710-2025

**SUBMISSION OF GRADE 10 ENROLLMENT DATA IN PREPARATION FOR THE
ADMINISTRATION OF THE COMPUTER-BASED NATIONAL CAREER ASSESSMENT
EXAMINATION (NCAE)**

To: Assistant Schools Division Superintendent
Curriculum Implementation Division Chief
School Governance and Operations Division Chief
Public School District Supervisors
Education Program Supervisors
Public and Private Secondary School Heads
All other concerned

1. The Department of Education - Bureau of Education Assessment through the Curriculum Implementation Division will administer the **National Career Assessment Examination (NCAE)** among Grade 10 learners of public and private secondary schools from December 2025-January 2026.
2. In relation thereto, this office directs the submission of Grade 10 enrollment data from both **PUBLIC AND PRIVATE SECONDARY SCHOOLS** on or before **November 11, 2025**. Enrollment data should be as of the release date of this memorandum.
3. Download the Template from the link:

<https://tinyurl.com/2025NCAE-Masterlist-Template>
4. Upload the accomplished template to:

<https://tinyurl.com/NCAE-Data-Collection-Form>
5. For queries and clarifications, please contact JULIET C. SANNAD, Chief-EPS, Curriculum Implementation Division, through the office phone number: 619-3491 or REY D. GAPASIN, Division Testing Coordinator at 09985672247.
6. Dissemination of this memorandum to all concerned is desired.

SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent