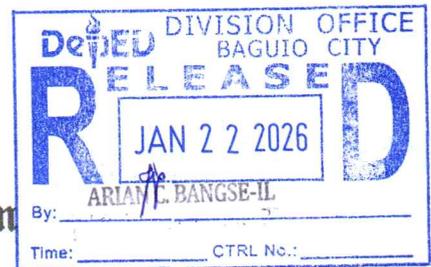




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



January 21, 2026

DIVISION MEMORANDUM

No.: 055-2026

2025 CB-NCAE REQUEST FOR SUBTEST RESETTING

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. Relative to the administered CB-NCAE, the Department of Education-Bureau of Education Assessment calls for request for subtest resetting for learners who encountered issues and concerns during the regular administration of the test.
2. Guidelines in subtest resetting:
 - a. Subtest resetting is intended for learners who encountered platform-based issues like system maintenance which rendered them unable to complete a part of the test.
 - b. Request for resetting will be done at the school level.
 - c. The form shall be accomplished by the school testing coordinator.
 - d. Access the subtest resetting through:

<https://tinyurl.com/CB-NCAE-Resetting>
 - e. Reference on the question on LMS Instance/Tenant
Public Schools: select "car"
Private Schools: select "PD"
 - f. After submission, schools are requested to wait for an email from DepEd-BEA confirming the approval of their request.
3. For queries and clarifications, please contact Juliet C. Sannad, Chief-EPS, Curriculum Implementation Division through the office phone number: 619-3491.
4. Dissemination of this memorandum is desired.

SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600

Telephone No.: (074) 665-1231

Email Address: baguio.city@deped.gov.ph



DepEd Tayo Baguio City



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