



Republic of the Philippines
Department of Education
CARAGA REGION

MARCH 30, 2026

REGIONAL MEMORANDUM

No. 0290, s. 2026

To: Schools Division Superintendents
All Others Concerned

ADMINISTRATION OF THE ACCREDITATION AND EQUIVALENCY (A&E) TEST

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA) will administer the Accreditation and Equivalency (A&E) Test on Sunday, March 29, 2026.
2. Additional Guidelines on the Administration of the 2025 Accreditation and Equivalency (A&E) Test per Memorandum-OULS-2026-079 are attached for reference.
3. To ensure the seamless conduct of the activity, the following personnel from the Bureau of Education Assessment (BEA) and the Bureau of Alternative Education (BAE) DepEd Central Office and the Education Program Supervisors of the Curriculum and Learning Management Division will conduct monitoring using the enclosed tool and offer technical assistance to the following Schools Division Offices:

Schools Division Office	Name of DepEd Central/Regional Office Monitor	Division Testing Coordinators
Agusan del Sur	Michael Angelo V. Infante-DepEd BAE Josephine Chonie M. Obseñares	Annie C. Silabay
Butuan City	Percival Gonzales-DepEd BEA	Gene Ruth M. Bagaforo
Siargao	Elena N. Capangpangan	Aquino D. Garcia
Surigao del Norte	Maria Ruth R. Edradan Rimar Mindanao-DepEd BEA	Marish A. Baradillo

4. Schools Division Offices, through the Division Testing Coordinators shall also conduct A & E monitoring using the Monitoring Tool (Enclosure 1). The consolidated report per SDO shall be submitted to **<https://tinyurl.com/2025AnE>**
5. The Chief Examiners (CEs) from each testing center shall submit the complete actual list of test examinees who took the test through this link: **<https://tinyurl.com/AE-ACTUAL-TAKERS>** per BEA Advisory No. 012, s. 2026 hereto attached for further reference.
6. Travelling expenses of the regional office monitors shall be charged to RO ALS Program Support Fund (PSF) while those of the division office monitors shall be charged to the downloaded SDO ALS PSF subject to the usual government budgeting,

accounting and auditing rules and regulations. SDOs with BEA and BAE monitors are requested to extend assistance in the performance of their official duties.

7. Compensatory Time-Off (CTO) will be granted for workshop days that fall on holidays, in accordance with DepEd Order No. 53, s. 2023, Updated Guidelines on Grant of Vacation Service Credits, and CSC-DBM Joint Circular No. 2, s. 2015, Policies and Guidelines on the Grant of CTO.

8. For queries, contact the Curriculum and Learning Management Division, through Maria Ruth R. Edradan, Education Program Supervisor/Regional Testing Coordinator.

9. For immediate dissemination.

Digitally signed by
Asuncion
Maria Ines
Casona
Date:
2026.03.30
11:07:00
+0800
MARIA INES C. ASUNCION
Director IV
Regional Director

Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

ASSESSMENT

BASIC EDUCATION

EXAMINATIONS

CLMD/mrre
03/23/2026

Enclosure No. 1 to RM No. 0290 , s. 2026

MONITORING TOOL FOR THE ADMINISTRATION OF

Accreditation and Equivalency (A&E) Test (Name of the Testing Program)

(To be accomplished by the Division/Regional Monitoring Team)

School Name: _____	School ID: _____
School Head: _____	Contact No.: _____
School Address: _____	District: _____
Division: _____	

Number of Examinees									Type of School: ☐ Public ☐ Private ☐ HEI ☐ PSHS
REGISTERED			ACTUAL			% of Test Takers			
M	F	Total	M	F	Total	M	F	Total	

AREAS	CRITERIA	OBSERVED	COMMENTS/ OBSERVATIONS
Testing Center Requirements	There is a distribution room for the test materials to ensure the security and confidentiality of the test.	☐ YES ☐ NO	
	The distribution room is accessible to all testing rooms to facilitate the release and retrieval of test materials.	☐ YES ☐ NO	
	There are enough testing rooms to accommodate the examinees.	☐ YES ☐ NO	
	The testing rooms are well-ventilated and well-lighted, and free from any kind of noise that may distract the examinees while taking the test.	☐ YES ☐ NO	

	The List of Actual Examinees are posted in each testing room the day before the exam reflecting learners' LRN.	☐ YES ☐ NO	
	The list posted are in alphabetical order, regardless of gender.	☐ YES ☐ NO	
	The first and last rows of seats are close to the classroom walls to ensure enough spacing in between rows.	☐ YES ☐ NO	
	Seats of absentees are left vacant.	☐ YES ☐ NO	
	A comfort room is accessible to the examinees and testing personnel in the area.	☐ YES ☐ NO	
	Instructional materials/aids posted on the classroom walls are covered.	☐ YES ☐ NO	
	Each testing room have the following materials:		
	a. Test materials are enough for all examinees in the room in	☐ YES ☐ NO	

	sealed boxes/packs		
	b. Table and chair for the Room Examiner	☐ YES ☐ NO	
	c. Enough seats for the examinees	☐ YES ☐ NO	
	d. Name grid	☐ YES ☐ NO	
	e. Board work	☐ YES ☐ NO	
	f. Pencils	☐ YES ☐ NO	
	g. Extra sheet of paper for computation	☐ YES ☐ NO	
	There is visible presence of PTA Officials/Barangay Officials/Barangay Tanod or PNP to provide assistance, support and security.	☐ YES ☐ NO	
Test Accommodations for Learners with Special Needs	There is a separate, accessible testing room for learners with special needs (those with difficulty in seeing, hearing, remembering/ concentrating, walking/ moving/ climbing steps, communicating) situated at the ground floor near clean and accessible restrooms	☐ YES ☐ NO ☐ N/A	
	There is a designated personal assistant to help those with difficulty walking/ moving/ climbing steps.	☐ YES ☐ NO ☐ N/A	

	There is a qualified sign language interpreter who shall ensure that all spoken instructions during testing are adequately interpreted to those who have difficulty hearing.	☐ YES ☐ NO ☐ N/A	
	There are alternative test formats (Braille, large print, audio, electronic).	☐ YES ☐ NO ☐ N/A	
	There are alternative response formats such as oral type wherein an examiner reads the test items and ascribe the answers in the scannable Answer Sheet for examinees with seeing difficulty.	☐ YES ☐ NO ☐ N/A	
	There are appropriate test furniture such as table and chair.	☐ YES ☐ NO ☐ N/A	
Test Administration	The test is administered to target learners in the public and private schools.	☐ YES ☐ NO	
	Examinees are alphabetically arranged regardless of gender.	☐ YES ☐ NO	
	Each examinee has a Learner Reference Number (LRN).	☐ YES ☐ NO	
	Rooms are arranged with six rows by five lines of armchairs.	☐ YES ☐ NO	
	A maximum of 30 examinees per testing room is seated in alphabetical order.	☐ YES ☐ NO	
	The school has implemented swapping and/or batching strategies in the administration to maximize the limited TMs	☐ YES ☐ NO ☐ N/A	

	The seats are spaced far enough from each other to discourage unnecessary talking among examinees.	☐ YES ☐ NO	
	To monitor the going in and out of the testing room, only one door is kept open.	☐ YES ☐ NO	
	All examinees are provided with their own test booklet and answer sheet.	☐ YES ☐ NO	
	The examinees used pencils and blank sheets of paper for computation purposes.	☐ YES ☐ NO	
	All belongings of the examinees are placed in front/back.	☐ YES ☐ NO	
	Electronic devices such as calculator and mobile phones are not allowed in the testing room.	☐ YES ☐ NO	
	The room examiner conducts orientation in taking the test to the examinees.	☐ YES ☐ NO	
	The room examiner allows the examinees to go out of the testing room to attend to personal needs, if necessary, before distributing the test materials.	☐ YES ☐ NO	
	The examinees received two sheets of AS with the same serial number.	☐ YES ☐ NO	
	The following form is in the possession of the room examiner:		
	• Form 1-List of Examinees	☐ YES ☐ NO	
	• Form 2-Seat Plan	☐ YES ☐ NO	
	• Form 3-Test Materials Accounting Form	☐ YES ☐ NO	

	Form 7-Room Examiner's Test Administration Evaluation Report	☐ YES ☐ NO	
	Information in the room Examiner's Transmittal Report Envelope (ETRE), e.g. number of registrants and actual examinees	☐ YES ☐ NO	
	Time record (copy of the board work with the actual time record)	☐ YES ☐ NO	
	Used ASs are arranged consecutively by Examinee Number and are placed inside the original plastic bags.	☐ YES ☐ NO	
Retrieval of the Test Materials	The Chief Examiner does the following:		
	Collects and accounts all ETREs with the assistance of the School Testing Coordinator/Room Supervisor.	☐ YES ☐ NO	
	Arranges and bundles the ETREs accordingly.	☐ YES ☐ NO	
	Accounts all TBs returned by the Room Examiners.	☐ YES ☐ NO	
	Requires the Room Examiners to affix their signature in the Form 3 after the Test materials have been accounted for.	☐ YES ☐ NO	
	Accomplishes Form 5- TB Quantity and Completeness Verification Sheet and Form 6-AS Quantity and Completeness Verification Sheet.	☐ YES ☐ NO	

General Findings/Observations/problems Encountered:
Actions Taken:
Recommendations:

Monitored and Evaluated by:

Noted by:

Division/Regional Monitor

Date Signed: _____

Division Testing Coordinator

Date Signed: _____



Republic of the Philippines
Department of Education
OFFICE OF UNDERSECRETARY FOR LEARNING SYSTEMS

MEMORANDUM
OULS-2026-2-079

TO : **REGIONAL DIRECTORS**
REGIONAL TESTING COORDINATORS
REGIONAL ALS FOCAL PERSONS
SCHOOLS DIVISION SUPERINTENDENTS
DIVISION TESTING COORDINATORS
DIVISION ALS FOCAL PERSONS
ALL OTHERS CONCERNED

FROM : *Carmela C. Oracion*
DR. CARMELA C. ORACION
Assistant Secretary
Officer-in-Charge
Office of the Undersecretary for Learning Systems

SUBJECT : **RESCHEDULING OF THE ADMINISTRATION OF THE 2025**
ACCREDITATION AND EQUIVALENCY (A&E) TEST

DATE : February 18, 2026

In reference to DepEd Memorandum No. 100, s. 2025, titled "*Accreditation and Equivalency (A&E) Test Registration and Administration Guidelines*," please be informed that the administration of the A&E Test, originally scheduled for **March 1, 2026**, is hereby rescheduled to **March 29, 2026**. This change in schedule has been brought about by needed adjustments in procurement timelines.

Enclosed herewith are the additional guidelines pertaining to the administration of the 2025 A&E Test for your reference and guidance.

For further inquiries or clarifications, please contact the Bureau of Education Assessment – Education Assessment Division (BEA-EAD) at bea.ead@deped.gov.ph or (02) 8631-2589.

Immediate dissemination of this memorandum is requested.



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Additional Guidelines on the Administration of the 2025 Accreditation and Equivalency (A&E) Test

In reference to DepEd Memorandum No. 100, s. 2025, titled *2025 Accreditation and Equivalency Test Registration and Administration Guidelines*, this Advisory provides additional guidelines for the administration of the A&E Test.

Testing Schedule

1. The test administration of the 2025 A&E is scheduled on **March 29, 2026 (Sunday)**.

Test-takers

2. As stipulated in DM No. 100, s. 2025, the test shall be administered to **all eligible A&E test applicants**, who registered at Schools Division Offices (SDOs) identified and designated as registration centers by the Schools Division Superintendent (SDS).
3. Learners with Disabilities (LWDs) may also be assessed, provided that the test accommodations stipulated in **Section 9 of DepEd Order No. 55, s. 2016** are met.

Test Materials

4. The Test Booklets (TBs) and Answer Sheets (ASs) are placed separately in **original boxes**. After the test, the TBs and ASs must be returned to their respective original boxes.
5. **Photocopying of the TB and ASs is NOT allowed.** The integrity of the test before, during, and after test administration must be maintained.
6. All testing personnel must ensure the completeness of TBs and ASs in their respective boxes. If a test material is reported missing, a **thorough search** should be done, and reported immediately to the Division Testing Coordinator.



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7. The following information from the AS are needed by the examinees prior to the test:

Region, Division, and Testing Center Codes;

Example:

A	1	0	-	0	1
Region Code		Division Code		Testing Center Code	

*Note: The **testing center code** depends on the number of testing centers in the SDO.*

- Learner Reference Number (LRN);
- ALS Learning Modality; and
- Last Grade Level Passed in Formal School.

Arrangement of Examinees in the Testing Room

- The seating arrangement of the examinees must be in **alphabetical order**.
- Other appropriate seating arrangements may be implemented to respect cultural considerations related to gender in certain communities.

Test Accommodations for Learners with Disabilities (LWDs)

- Pursuant to **Section 9 of DepEd Order No. 55, s. 2016**, the inclusion of Learners with Disabilities (LWDs) in national assessments aims to measure their progress in the attainment of the ALS curriculum standards.
- The testing room of the LWDs should be separate, accessible, and must be situated at the ground floor near clean restrooms suitable for persons with disabilities.
- The LWDs must be grouped as follows:
 - Learners who have difficulty seeing
 - Learners who have difficulty hearing
 - Learners who have difficulty remembering/concentrating
 - Learners who have mobility difficulties
 - Learners who have difficulty communicating
- The Assistant Examiner (AE) must provide LWDs ample time to read and answer the test.



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14. Flexibility such as allowing test takers to stand up once in a while or get out of the room, for those who have difficulty concentrating, may apply.
15. AEs who are qualified sign language interpreters shall ensure that all oral instructions during test administration are adequately interpreted to those who have difficulty hearing.
16. For examinees with difficulty seeing, alternative response formats can be used, such as the oral modality, wherein the RE/AE reads the test items to the examinee and shades the answers in the Answer Sheet for the examinee. These alternative formats may also be used by other learners as needed.
17. REs/AEs may allow personal assistants to help test-takers with mobility difficulties move about in the testing room, provided that these companions sign an **Oath of Confidentiality**.

Test Accommodations for Persons Deprived of Liberty (PDL)

18. All PDL shall be treated with utmost respect and shall not be discriminated against.
19. The special circumstances of PDL, who are also LWDs, shall be taken into consideration and test accommodations for LWDs must be observed.

Breach of Security in National Examinations and Corresponding Sanctions

20. As stipulated in **Section 13 of DepEd Order No. 55, s. 2016**, any act that compromises the security and integrity of national examinations shall be considered a violation.

Passing Score and List of A&E Test Passers

21. The passing score for the 2025 Accreditation and Equivalency (A&E) Test is **60%** as per DepEd Memorandum No. 100, s.2025. On the other hand, the list of A&E Test Passers and delivery of the Certificate of Ratings (CORs) shall be announced in a separate Memorandum.

Delivery and Retrieval of Test Materials

22. The **Division Testing Coordinator (DTC) or an authorized designate** such as the Property Custodian shall be responsible for receiving and releasing test materials to and from the **Front Cargo Forwarders, Inc.**



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23. **Front Cargo Forwarders, Inc.** shall retrieve the test materials the **day after the test administration** and deliver the boxes containing the ASs to the official service provider for test data processing.
24. Security measures must be observed in the delivery and retrieval of test materials.

Contact Information of the Official Forwarder

25. For the delivery and retrieval of test materials, DTCs are advised to contact **Front Cargo Forwarders, Inc.**, the official forwarder of DepEd for the A & E Test, through the following contact details:

Name of Service Provider	Front Cargo Forwarders, Inc.
Name of Representative	Ethelwolda Edejer
Contact Number	0966 486 1750

26. For the successful implementation of the A&E Test, Regional Offices (ROs) and Schools Division Offices (SDOs) are requested to coordinate with the Bureau of Education Assessment – Education Assessment Division (BEA-EAD) through the following contact details: (02) 8631-2589 and bea.ead@deped.gov.ph.



Republic of the Philippines
Department of Education
BUREAU OF EDUCATION ASSESSMENT

Office of the Director

Advisory No. 012, s. 2026

March 19, 2026

ADVISORY

**Submission of the Actual List of Examinees for the
2025 Accreditation and Equivalency (A&E) Test**

Relative to the upcoming administration of the **2025 Accreditation and Equivalency (A&E) Test** on **March 29, 2026**, this Bureau aims to ensure the accuracy and completeness of the list of actual examinees, which shall serve as the official reference in verifying and counterchecking the correctness of the examinee data to be processed by the service provider.

In this regard, the following guidelines shall be **strictly observed**:

1. Submission by Chief Examiners

The **Chief Examiners (CEs)** from each testing center shall submit the complete **actual list of examinees** who took the test through this link:
<https://tinyurl.com/AE-ACTUAL-TAKERS>.

2. Coverage of Submission

The submission shall include **only the names of examinees who were present and were able to take the 2026 A&E Test** in their respective testing centers.

3. Proper Placement of Test Materials

The CE and Division Testing Coordinators (DTCs) must ensure that **USED** SASs are placed in the Examiner's Transmittal Report Envelopes (ETREs), which are then placed in the box of SASs.

4. Monitoring by the DTCs

The **DTCs** shall closely monitor the submission of all CE within their respective divisions to ensure that **all testing centers are able to accomplish the required submission**.

5. Ensuring Completeness, Accuracy, and Timeliness

The DTCs shall ensure the completeness, accuracy, and timeliness of all submissions from the testing centers under their jurisdiction, as **these will serve as the basis for verifying the completeness of the Scannable Answer Sheets (SASs)** to be received and processed by the service provider.



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BUREAU OF EDUCATION ASSESSMENT

Office of the Director

6. Deadline of Submission

All required submissions must be completed **on or before April 8, 2026 (Friday)**.

Immediate dissemination and compliance with this Advisory is hereby desired.

KEVIN CARL P. SANTOS, PhD

Director IV