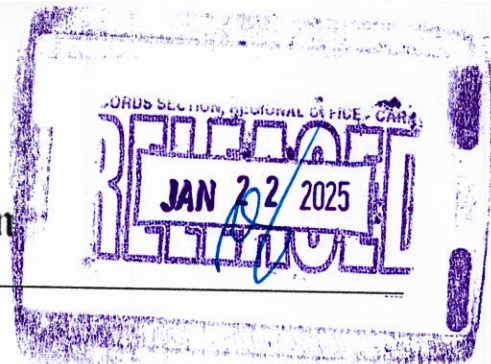




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM

No. 0064 s. 2025

To: Schools Division Superintendents
All Others Concerned

**MONITORING OF 2024 ACCREDITATION AND EQUIVALENCY (A&E) TEST
ADMINISTRATION**

1. Per DepEd Memorandum No. 63. S. 2024, titled 2024 *"Accreditation and Equivalency (A & E) Test Registration and Administrative Guidelines,"* the Bureau of Alternative Education (BAE) will supervise the monitoring of the 2024 Accreditation and Equivalency (A&E) Test, which will be administered by the Bureau of Education Assessment (BEA) in select testing centers across the Caraga region on February 2, 2025.

2. The monitoring of the 2024 Accreditation and Equivalency (A&E) Test aims to ensure the proper implementation of standardized procedures during the test administration. It seeks to uphold the integrity, fairness, and reliability of the A&E Test, thereby providing an equitable assessment for all Alternative Learning System (ALS) learners in the region.

3. The following Bureau of Alternative Education (BAE) technical staff have been designated to monitor the administration of the 2024 Accreditation and Equivalency (A&E) Test in three specific Schools Division Offices (SDOs). They will work closely with the Division ALS Focal Person, who will facilitate their introduction to the Division Testing Coordinator (DTC) to ensure the smooth and standardized implementation of the monitoring activities.

Division	Name	Position
Bayugan City	Clodualdo Rivadulla	SEPS, BAE-PMSDD
Siargao	John Alvin Seradoy	SVEPS, BAE-PMSDD
Surigao City	Kristine Lee Lumanog	SEPS, BAE-PMSDD

4. The nine Schools Division Offices (SDOs) will be monitored respectively by the Regional Office.

5. To facilitate the forthcoming activity, the Division ALS Focal Persons and EPSAs are requested to collaborate and supervise the necessary arrangements with the Division Testing Coordinator. This includes preparing testing center requirements (e.g., materials, seating, and safety protocols), confirming logistical needs such as board and lodging for BAE monitors, coordinating transportation, and establishing communication channels to ensure smooth operations. All preparations should be completed and validated before the scheduled test administration.

6. Travel expenses, per diem, and other miscellaneous costs incurred during the monitoring will be charged against the Alternative Learning System Supplemental

Program Support Fund subject to the standard accounting and auditing rules and regulations.

7. For inquiries, please contact Josephine Chonie M. Obseñares, EPS, Regional ALS Focal Person at josephinechonie.obsenares@deped.gov.ph.

8. Immediate dissemination of this Memorandum is desired.

MARIA INES C. ASUNCION
Director IV *Genis P.*
Regional Director

Encl.: None

Reference: DepEd Memorandum (No. 63, s. 2024)

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

ALTERNATIVE LEARNING SYSTEM MONITORING TEST

CLMD/jcmo
01/20/2025



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (082) 225-1151
Telefax No: (085) 342-5959
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph



2025-01-01060

Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	2 of 2





Republic of the Philippines
Department of Education
BUREAU OF ALTERNATIVE EDUCATION

Office of the Director

January 15, 2025

MARIA INES C. ASUNCION, CESO IV
Regional Director
Caraga Administrative Region

Attention: **JOSEPHINE CHONIE M. OBSENARES**
Regional ALS Focal Person

Dear **RD Asuncion**:

In accordance with **DepEd Memorandum No. 63, s. 2024**, titled "2024 Accreditation and Equivalency (A&E) Test Registration and Administration Guidelines", the Bureau of Education Assessment (BEA), in coordination with the Bureau of Alternative Education (BAE), shall administer the 2024 Accreditation and Equivalency (A&E) Test in select testing centers nationwide on the following dates:

Date	Cluster
January 26, 2025	Luzon
February 2, 2025	Visayas and Mindanao

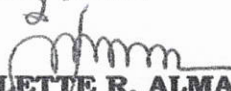
Relative to this, the following BAE technical staff are assigned to monitor the test administration in your region. They will coordinate with the Division ALS Focal Person, who in turn shall introduce them to the Division Testing Coordinator (DTC) for the specifics of the A&E Test monitoring. Any kind assistance extended to them will be greatly appreciated.

Division	Name	Position and Division
Bayugan City	Clodualdo Rivadulla	SEPS, BAE-PMSDD
Siargao	John Alvin Seradoy	SVEPS, BAE-PMSDD
Surigao City	Kristine Lee Lumanog	SEPS, BAE-PMSDD

Should there be queries or clarifications, please contact Ms. Irene D. Barzaga, Supervising Education Program Specialist of the Bureau of Alternative Education-Program Management and System Development Division (BAE-PMSDD) through e-mail at bae.pmsdd@deped.gov.ph or irene.barzaga@deped.gov.ph.

Thank you for your usual support for the activities related to Alternative Learning System.

Very truly yours,


MARILETTE R. ALMAYDA
Director IV

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Republic of the Philippines
Department of Education

NOV 15 2024

DepEd MEMORANDUM
No. **063**, s. 2024

**2024 ACCREDITATION AND EQUIVALENCY TEST REGISTRATION
AND ADMINISTRATION GUIDELINES**

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher, and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA) in coordination with the Bureau of Alternative Education (BAE), announces the registration period for and administration of the **2024 Accreditation and Equivalency (A&E) Test**.

2. Pursuant to DepEd Order No. 55, s. 2016 (Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program), the A&E Test aims to measure the competencies and life skills of those who have not attended or finished formal elementary or secondary education. This assessment shall allow the learners to obtain certification of completion at different exits in Basic Education, which may be used to access further education, job promotion, entry to job training, and employment.

3. The following schedules relative to A&E Test Administration shall be observed:

Activity	Schedule
A&E Test Registration	October 21–December 2, 2024
A&E Test Administration-Luzon Cluster	January 26, 2025
A&E Test Administration-Visayas and Mindanao Clusters	February 2, 2025

4. The A&E Test applicants shall register at schools division offices (SDOs) identified and designated as registration centers by the schools division superintendent (SDS).

5. The following are eligible to register:

- Alternative Learning System (ALS) learners enrolled in the Learner Information System (LIS) for the school year (SY) 2024–2025 on or before October 31, 2024.
- Previous ALS Program Completers not registered in the LIS of the current school year who did not submit or did not meet the minimum required points in the **Presentation Portfolio Assessments (PPA)** but underwent additional learning intervention in the ALS K to 12 Basic Education

Curriculum (BEC) certified by the ALS Teacher/Community ALS Implementer/learning facilitator (Enclosure No. 3).

- c. Previous ALS Program Completers not registered in the LIS of the current SY who did not pass the **previous A&E Test** but underwent additional learning intervention in the ALS K to 12 BEC certified by the ALS teacher/community ALS Implementer/Learning Facilitator (Enclosure No. 4).
6. Applicants shall be at least **12 years old for the A&E Elementary Level** and at least **16 years old for the A&E Junior High School Level** on or before the examination day.
7. Registration requirements are as follows:
 - a. **Original and one photocopy** of Birth Certificate issued by the Philippine Statistics Authority (PSA), formerly National Statistics Office (NSO). The original copy shall be used to evaluate and verify the document's authenticity. Once the evaluation and verification are completed, the original copy will be returned to the applicant.
 - b. If the copy of the Birth Certificate from the PSA/NSO is not available, **the original and one photocopy** of any of the following documents can be presented:
 - i. Baptismal Certificate;
 - ii. Voter's ID (with picture, signature, and date of birth);
 - iii. Valid Passport;
 - iv. Valid Driver's License; and
 - v. Any legal document bearing the applicant's picture, name, signature, and date of birth (e.g., National Bureau of Investigation [NBI] Clearance, Police Clearance)The original copy shall be used to evaluate and verify the document's authenticity. Once the evaluation and verification are completed, the original copy will be returned to the applicant.
 - c. 1x1 identical ID Photo (white background with name tag)
 - d. Certification of Portfolio certified by the ALS Teacher/Community ALS Implementer/Learning Facilitator and endorsed by the Division ALS Focal Person/Education Program Specialist II for ALS (EPSA) (Enclosure No. 3).
8. **No payment shall be collected** by anyone involved in the A&E Test Registration, Administration, and issuance of the certificate of rating.
9. The SDS, through the Division Testing Coordinator (DTC), shall assign personnel to perform the functions listed below. They shall have a **Very Satisfactory (VS)** performance in conducting the BEA testing programs and should have no records of violations relating to national examination policies.
 - a. **During Registration**
 - Registration Testing Officer (RTO), co-registrar, and support staff who will manage the registration process and evaluation of applicants' documents

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b. During the Test Administration

- Chief Examiners
- Supervising Examiners
- Room Examiners

10. All DTCs shall orient the RTOs and ALS Implementers on the registration process and evaluation of applicants' documents. All RTOs are liable for any irregularities in the required age and documents of test applicants. Additionally, orientation for chief examiners, supervising examiners, and room examiners shall be conducted before the test administration. A separate memorandum shall be issued for the orientation on the administration of the A&E Test.

11. The ALS Implementers shall help in the dissemination of information and distribution of the registration form.

12. The BEA shall lead the monitoring of the registration process, orientation of testing personnel, and test administration to be assisted by Regional Testing Coordinators (RTCs), along with other regional office (RO) personnel including Regional ALS Focal Persons subject to the availability of funds. BAE personnel shall join the monitoring and provide assistance whenever necessary.

13. The DTCs shall use Enclosure No. 6 in preparing the list of testing centers and the total of examinees per level. A copy of this report in MS Excel format shall be submitted to BEA through email address: bea.ead@deped.gov.ph by the DTC on or before **December 6, 2024**.

14. In compliance with DepEd Memorandum No. 121, s. 2017 (Clarification on the Implementation of Portfolio Assessment in the Alternative Learning System), presentation portfolio assessment (PPA) will not be a part of the final rating. Hence, the test is a multiple-choice type only.

15. However, ALS Implementers shall continue the portfolio assessment to be part of the learner's intervention process as an assessment of learning.

16. The following enclosures shall guide and be utilized by the DTCs and RTOs:

- | | |
|--------------------|--|
| a. Enclosure No. 1 | - Registration and Test Administration Guidelines and Procedures, |
| b. Enclosure No. 2 | - Registration form to be accomplished personally by the applicant, |
| c. Enclosure No. 3 | - Certification of Portfolio to be issued and certified by the ALS Teacher/Community ALS Implementer/Learning Facilitator and endorsed by the Education Program Specialist II for ALS, |
| d. Enclosure No. 4 | - Certification of Additional Intervention, |
| e. Enclosure No. 5 | - List of Registrants to be accomplished by the Registration Committee, |
| f. Enclosure No. 6 | - List of Testing Centers to be accomplished by the DTC, and |
| g. Enclosure No. 7 | - List of Examinees to be accomplished by the Registration Committee |

17. Only the registered applicants with complete requirements shall be allowed to take the A&E Test at the testing centers approved by BEA. **No walk-in A&E Test takers shall be accommodated.**

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18. One week before the examination, all DTCs are required to orient all testing personnel on the standardized test administration. Only those who attended the orientation shall be allowed to serve as testing personnel.

19. Only testing personnel and test monitors approved by DepEd officials specified in the A&E Handbook are allowed in the testing center premises during the examination day. The A&E Handbook shall be provided after the national orientation on the administration of the A&E Test.

20. The SDS is required to conduct an investigation on breach of security should there be any irregularities in the test registration and administration. The report on the investigation must be submitted to the DepEd RO and BEA.

21. For more information, please contact the **Bureau of Education Assessment-Education Assessment Division**, 2nd Floor, Rizal Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at bea.ead@deped.gov.ph or telephone number (02) 8631-2589.

22. Immediate dissemination of this Memorandum is desired.

By Authority of the Secretary:




RONALD U. MENDOZA, PhD
Undersecretary for Strategic Management

Encls.:

As stated

References:

DepEd Order (No. 55, s. 2016)

DepEd Memorandum (Nos. 121, s. 2017); 006, s. 2019; and 076, s. 2018)

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

ACCREDITATION
ALTERNATIVE LEARNING SYSTEM
EXAMINATIONS
LEARNERS
SCHOOLS
TEST