



Republic of the Philippines
Department of Education
REGION V - BICOL

SCHOOLS DIVISION OFFICE OF CATANDUANES

DepEd - Division of Catanduanes
RECORDS SECTION
RELEASED
BY: [Signature] No: 208
DATE: 13 MAR 2024 TIME: 5:15

UNNUMBERED MEMORANDUM
OSDS-CID-03/12/2024/NGC

TO : Chief Education Supervisor, CID
Education Program Supervisor (Science)
Public Schools District Supervisors/In-Charge of the Districts
Elementary and Secondary School Heads (SSES and STE)
All Others Concerned

FROM : [Signature]
SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent

SUBJECT : REITERATION OF REGIONAL MEMORANDUM NO. 31 S. 2023
re: ADMINISTRATION OF ADMISSION TEST FOR INCOMING
GRADE 1 AND GRADE 7 LEARNERS IN SCIENCE
TECHNOLOGY ENGINEERING (STE) AND SPECIAL SCIENCE
ELEMENTARY SCHOOLS

DATE : March 12, 2024

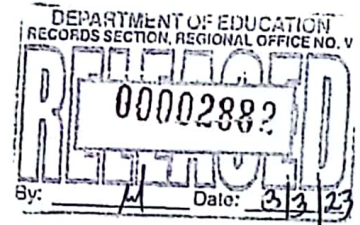
1. Attached is the copy of Regional Memorandum No. 31 s. 2023 re: Administration of Admission Test for Incoming Grade 1 and Grade 7 Learners in the Science Technology Engineering (STE) and Special Science Elementary Schools (SSES).
2. As per instruction from the Regional Office through the Education Program Supervisor in Science the same memorandum will be used as guide for the selection of Grade 1 and Grade 7 learners for school year 2024-2025.
3. The schedule of all the activities relative to the screening and admission process will be determined by the concerned schools guided by DepEd Order No. 3, 2024 re: Amendment to DepEd Order No. 22, s. 2023 re: Implementing Guidelines on the School Calendar of Activities for the School Year 2023-2024.
4. For information, guidance, and compliance of all concerned.



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Republic of the Philippines
 Department of Education
 REGION V - BICOL



March 2, 2023

REGIONAL MEMORANDUM

No: 31

ADMINISTRATION OF ADMISSION TEST FOR INCOMING GRADE 1 AND GRADE 7 LEARNERS IN THE SCIENCE TECHNOLOGY ENGINEERING (STE) AND SPECIAL SCIENCE ELEMENTARY SCHOOLS (SSES)

To: SCHOOLS DIVISION SUPERINTENDENTS

1. Cognizant of the curricular reforms for Science and Technology -oriented schools in the Department of Education-Central Office, DepEd CO directed all implementers to observe status quo in the operation of Special Curricular Programs in Science. As such, this Office provides this guidelines and parameters in the Administration, Screening and Admission of Incoming Grade 1 and Grade 7 STEM learners this school year 2023-2024.

2. Admission process for SSES and STE is open to all incoming Grade 1 and Grade 7 learners who will meet the basic requirements below:

Special Science Program	Documentary Requirements	Age Requirement	Other Requirements
SSES	<ul style="list-style-type: none"> PSA Birth Certificate Certificate of Good Moral Character ECCD Checklist Kindergarten Progress Report Card Duly accomplished Application Form 	Must be 6 years old as of August 31, 2023	<ul style="list-style-type: none"> Must be a Kindergarten completer Must know how to read Must pass the qualifying admission test (oral and written)
STE	<ul style="list-style-type: none"> Certificate of Good Moral Character Grade 6 Form 9 Duly accomplished Application Form with ID picture 	Must be 12 years old as of August 31, 2023	<ul style="list-style-type: none"> Average rating of 85% in Grade 6 English, Science and Math (1st to 3rd quarter) Average Grade of 83% in each of the other subjects (1st to 3rd Q)

3. Selection for Grade 1 SSES and Grade 7 STE learners shall be done in three phases (3) to determine the final qualifiers.

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- Phase 1 – Preliminary selection through documentary evaluation to assess the readiness/qualification of applicants based on the basic requirements.
- Phase 2- Administration of the Admission Test that will be given by the Division Supervisor.
- Phase 3 – Interview of the Qualified Applicants based on the scores in Stage 2 and interest of the learner. The interview shall be rated with the prepared rubrics and shall be an integral part of the score obtained by the learner. Ranking of qualified applicants shall be based on the following criteria:

Criteria	Equivalent	
	SSES	STE
Qualifying Score	70%	70%
Interview	30%	10%
Grade 6 Ave (for STE)		20%
Total	100%	100%

4. Teaching and non-teaching staff who will render services during the test material preparation, interview and checking of results are entitled to service credits/compensatory leave credits for services rendered during teachers school break, Saturdays, Sundays and Holidays. This is in congruence with the provisions set under DepEd Order no. 53 s. 2003, re: Updated Guidelines on the Grant of Vacation Service Credits to Teachers and as provided for in CSC and DBM Joint Circular no. 2 s. 2004, re: Non-Monetary Remuneration for Overtime Services Rendered.

5. The indicative Schedule of Activities are:

- | | | |
|--|---|------------------------|
| a. Onsite/Online submission of Application | : | May 23 to June 5, 2023 |
| b. Phase 1 (Pre-Screening) | : | June 5 to 16, 2023 |
| c. Phase 2 (Admission Test) | : | June 26 to 30, 2023 |
| d. Phase 3 (Interview) | : | July 10 to 14, 2023 |
| e. Ranking of Final Qualified Applicants | : | July 18-19, 2023 |
| f. Posting of Grade 1 and 7 Qualifiers | : | July 24, 2023 |

6. The Schools Division Offices through the Science and Math Supervisors shall monitor and evaluate the selection process of SSES and STE learners and shall submit activity report to the Regional Office c/o CLMD for validation.

7. The Regional Science High School and Legislated Science High Schools shall conduct their own screening process but the scheme shall be approved and monitored by the Science Supervisor.

8. Moreover, these guidelines shall replace the previous guidelines issued during the pandemic period and shall be in effect until a new set of guidelines is released by the Central Office.

9. For information, guidance and compliance of all concerned.


GILBERT A. SADSAD
 Regional Director

/CLMD-cheD/
2nd Mar23



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