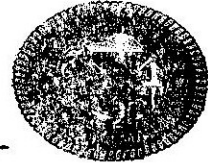




Republic of the Philippines
Department of Education
Region V (Bicol)
DIVISION OF CATANDUANES
Virac, Catanduanes



September 11, 2013

DIVISION MEMORANDUM

No. 79, s. 2013

2013 PRINCIPALS' TEST

To: Asst. Schools Division Superintendent
Education Program Supervisors
Division Coordinators
Public Schools District Supervisors
Elementary and Secondary School Heads

1. With reference to DepEd Memorandum No. 132, s. 2013 and Regional Memorandum No. 118, s. 2013, the Department of Education through the National Educators' Academy of the Philippines (NEAP) shall administer simultaneously the 2013 Principals' Test on **December 8, 2013**.
2. The 2013 Principals' Test is open to all aspirants for Principal I position and all applicants under the Reclassification of School Heads Positions (RSHP) as required under DepEd Order No. 97, s. 2011 entitled "Revised Guidelines on the allocation and Reclassification of School Heads Positions."
3. The aspirant must have an experience of at least five (5) years in aggregate as Head Teacher (HT), Teacher-In-Charge (TIC), Master Teacher (MT) and Teacher III (T-III), consistent with DepEd Memorandum No. 140, s. 2009 entitled "Corrigendum to DepEd Memorandum No. 97, s. 2009 (2009 National Qualifying Examination for Principals).
4. The 2013 Principals' Test which shall be conducted for four (4) hours will cover the following performance domains:
 - a. School Leadership;
 - b. Instructional Leadership;
 - c. Creating Learning Climate;
 - d. Professional Human Resource Development;
 - e. Parent Involvement & Building Communities;
 - f. School Management and Daily Operations;
 - g. Personal Integrity and Interpersonal Sensitivity;
 - h. English Language Proficiency; and
 - i. Reading Comprehension.
5. The Office of the Schools Division Superintendent shall determine the qualification and eligibility of the aspirants and facilitate the processing of the application.
6. Aspirants shall submit the application form (attached as Enlosure No. 1) at the Office of the Schools Division Superintendent together with the supporting documents and registration fee of Eight Hundred Fifty Pesos (Php850.00). Temporary receipt will be issued pending the issuance of official receipt and test permit by the regional office.
7. The last day for filing will be on **October 29, 2013**. There shall be **NO** extension of the deadline and **NO** walk-in aspirant shall be allowed to directly apply at the DepEd Region V.
8. Immediate dissemination of this memorandum is desired.


JOSE L. DONCILLO, CESO VI
OIC-Schools Division Superintendent

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

EXAMINATIONS OFFICIALS
QUALIFICATIONS PROMOTIONS
TESTS

2013 PRINCIPALS' TEST
December 8, 2013

APPLICATION FORM

Division: **CATANDUANES**

Name: (Please print) _____
Surname First MI

School : _____

Address : _____

Contact Number: _____ E-mail Add: _____

Designation/Position: _____

No. of years of experience in the aggregate as T-III, HT, MT, TIC: _____

Is your spouse or any relative taking the same test? ____Yes ____No

If yes, please write the name: _____

Signature Over Printed Name of the Applicant

REMARKS:

Qualified to take the test

Requirements:

Document/s to support qualification/eligibility to take the examination

Registration Fee of Php850.00

To be brought during the examination:

- *2 copies identical 2x2 ID picture*
- *Valid ID*
- *Test Permit*

Not Qualified to take the test

JOSE L. DONCILLO, CESO VI
OIC-Schools Division Superintendent