DIVISION MEMORANDUM
No. 602, series of 2019

ADMINISTRATION OF ENGLISH PROFICIENCY TEST (EPT) FOR TEACHER 1 APPLICANTS

TO: Chief Education Supervisors (CID & SGOD)
Public Schools District Supervisors
Education Program Supervisors
School Management Monitoring and Evaluation Personnel
All School Heads
All Others Concerned

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA), shall administer the English Proficiency Test (EPT) for Teacher Applicants. This Division hereby inform the field that the conduct of the said exam will be on September 8, 2019 (Sunday) at Digos City National High School. The test will start at 7:30 in the morning.

2. The test shall be administered to all Teacher 1 applicants and it is open to all applicants who intend to apply for teaching position for the next school year (SY 2020-2021), provided that they have already secured PRC license, except for Senior High School teacher applicants. For those who took the EPT last February 2019, whose validity is up to February 2020 only, are also encouraged to take the test. The validity of the result of this exam is two (2) years.

3. All School Heads are directed to disseminate this Memorandum in any platforms to their respective community/locality. A copy of this issuance must be given also to Barangay Officials.

4. Applicants must accomplish the Registration Form, which will be signed by the Registration Officer, Eleser D. Mateo, Education Program Specialist II, School Governance and Operations Division, DepEd Digos City Division Office.

5. All personnel involved in the testing program shall be given one (1) day Compensatory Overtime Credit (COC) as provided in DepEd Order No. 53, s. 2003 entitled Updated Guidelines on Grant of Vacation Service Credits.

6. Meal, snacks and transportation of all Testing Personnel shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

7. Immediate and widest dissemination of this Memorandum is earnestly desired.

WINNIE E. BATOO, EdD
Officer-In-Charge
Office of the Schools Division Superintendent
ENGLISH PROFICIENCY TEST (EPT) for Teacher 1 Applicants

REGISTRATION FORM

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Name</th>
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Address: 
Date of Birth: 
Age: 
Sex: 
Contact No. 
Degree: 
Major: 
Year Graduated: 
Eligibility: 
Level to be Applied: (Kinder, Elem., Junior HS, Senior HS) 

Testing Center: DIGOS CITY NATIONAL HIGH SCHOOL 
Date of Examination: SEPTEMBER 8, 2019

Applicant's Signature Over Printed Name

INSTRUCTION TO THE EXAMINEES:
1. Bring with you this form during the examination day for verification, together with one (1) valid identification card.
2. Arrive at the Testing Center thirty (30) minutes before the time.
3. Please bring 2 pencil lead no. 2.
4. Please wear appropriate and decent attire. Strictly NO WEARING OF SHORTS, SLEEVELESS AND SLIPPERS.

Photo - 1x1 
(White Background with Name Tag)

Registration Officer's Copy

Last Name | First Name | Middle Name |
-----------|------------|-------------|
Address: 
Date of Birth: 
Age: 
Sex: 
Contact No. 
Degree: 
Major: 
Year Graduated: 
Eligibility: 
Level to be Applied: (Kinder, Elem., Junior HS, Senior HS) 

Testing Center: DIGOS CITY NATIONAL HIGH SCHOOL 
Date of Examination: SEPTEMBER 8, 2019

Registration Officer's Signature Over Printed Name

Validated by: 
REYZEN O. MONSERATE, RN, MAN 
Division Testing Coordinator

INSTRUCTION TO THE EXAMINEES:
1. Before signing this form, please see to it that all entries are legible and correct.
2. Detach the Applicant's Copy and give it to the applicant.
3. Keep this form and give it to the Division Testing Coordinator. This form shall also be the basis for the Room Examiners to verify the examinee.