



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF PAMPANGA

October 7, 2025

DIVISION MEMORANDUM

No. 604, s. 2025

**ACTIVITIES, TIMELINE, AND PERSONNEL INVOLVED IN THE 2025
ACCREDITATION AND EQUIVALENCY (A&E) TEST
REGISTRATION AND ADMINISTRATION**

To: Assistant Schools Division Superintendents
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary/Secondary School Heads
All Others Concerned

1. In relation to the DepEd Advisory No. 27, s. 2025 dated September 12, 2025, regarding the Guidelines for the 2025 Accreditation and Equivalency (A&E) Test Registration and Administration, 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 the administration of the 2025 Accreditation and Equivalency (A&E) Test.
2. The Accreditation and Equivalency Tests (A&E Tests) are nationally administered tests that aim to measure the competencies and life skills of those who have not attended or finished the formal elementary or secondary education. These assessments will 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 registration period relative to the A&E Test Administration shall be from September 29 to November 4, 2025.
4. In line with this, the following personnel are hereby designated to facilitate the above-mentioned activities.

ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent
Overall Chairperson

CELIA R. LACANLALE, PhD
CID Chief
Co-Chair

GARRY L. PANGAN, PhD
EPSvr/Division Testing Coordinator
Member



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IN CHARGE OF THE OVERALL REGISTRATION		
REGISTRATION TESTING OFFICER (RTO)	CO-REGISTRAR	SUPPORT STAFF
RUEL F. BONDOC EPSvr – ALS	EXEQUIEL C. PANGILINAN Education Program Specialist	NIÑA MARNELLY C. SORIANO ALS Teacher Bacolor North District
IN CHARGE OF NORTH SECTOR REGISTRATION		
NORILY C. BALUYUT Education Program Specialist	ABRAHAM M. CRUZ ALS Teacher Magalang North District	RALPH ANTHONY G. TIMBOL ALS Teacher Magalang South District
IN CHARGE OF EAST SECTOR REGISTRATION		
MARY JANE B. IBE Education Program Specialist	CHARLES O. BUNGAY ALS Teacher Mexico South District	RAMIL D. GARCIA ALS Teacher San Luis District
IN CHARGE OF WEST SECTOR REGISTRATION		
PATRICIA SAMANTHA M. ALBANIA Education Program Specialist	ARTHUR LEJARDE ALS Teacher Guagua East District	MARCELINO RAGON ALS Teacher Sta Rita District
IN CHARGE OF SOUTH SECTOR REGISTRATION		
MARRY P. FRANCO Education Program Specialist	RICARDO M. BALUYOT ALS Teacher Sto Tomas District	WILFREDO H. DELA PEÑA ALS Teacher Apalit District

5. This is the timeline of activities that must be strictly followed in the preparation of the assessment program, including the teachers and personnel who will assist in the activities.

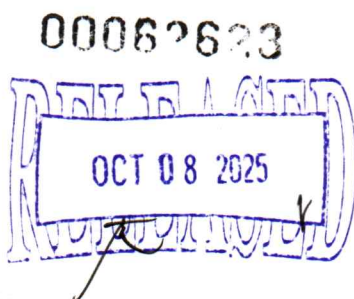
Activity/Venue	Date/Time Frame	Persons Involved
Virtual Orientation on the 2025 Accreditation and Equivalency (A & E) Test Registration	September 29, 2025 Monday (1:00 p.m. – 3:00 p.m.)	SDS CID Chief EPSvr-DTC EPSvr-ALS Registration Testing Officers (RTOs) Co-Registrars Support Staff
Registration Process and Evaluation of Applicants' Documents	September 29 to November 4, 2025 (8:00 a.m. – 5:00 p.m.)	EPSvr-DTC EPSvr-ALS Registration Testing Officers (RTOs) Co-Registrars Support Staff



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Finalization of the Total Number of Examinees TTC, SDO Pampanga	November 6, 2025 Thursday (9:00 a.m. – 3:00 p.m.)	EPSvr-DTC EPSvr-ALS Registration Testing Officers (RTOs) Co-Registrars Support Staff
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6. All interested applicants may submit their documents to the Test Registration Personnel (TRP) in charge of each sector listed above.
7. The planning, preparation of test materials, administration of A&E Tests, and the list of testing centers shall be announced in a separate division memorandum.
8. All teaching personnel who render services during the registration process and evaluation of applicants' documents, which may fall on weekends, holidays, or special non-working days, shall be entitled to service credits as stipulated in DepEd Order No. 13, s. 2024, re: Revised Guidelines on the Grant of Vacation Service Credits to Teachers. Meanwhile, non-teaching personnel shall be provided with Compensatory Time-Off (CTO) in accordance with Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004, on Non-Monetary Remuneration for Overtime Service Rendered.
9. Travel expenses and other incidental expenses for the teaching personnel shall be charged to local funds, subject to the usual government accounting and auditing rules and regulations.
10. This memorandum shall serve as the **official travel authority** for all personnel involved in the activities related to the preparation for the 2025 A&E Test Registration and Administration.
11. For inquiries and concerns, you may contact Garry L. Pangan, Education Program Supervisor and Division Testing Coordinator (DTC), at garry.pangan001@deped.gov.ph or 0939-905-5702, and Ruel F. Bondoc, Education Program Supervisor in charge of the Alternative Learning System (ALS), at ruel.bondoc@deped.gov.ph or 0917-521-6206.
12. Immediate dissemination of this memorandum is highly anticipated.




ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent



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