



Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF DAGUPAN CITY

DepEd SDO Dagupan City  
RECORDS OFFICE

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Office of the Schools Division  
Superintendent

**DIVISION MEMORANDUM**

No. 293, s. 2024

August 05, 2024

**UPDATED ENROLMENT IN THE ADMINISTRATION OF THE NATIONAL CAREER ASSESSMENT EXAMINATION (NCAE) FOR GRADE 10 LEARNERS (SY) 2024-2025**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors (CID & SGOD)  
Public & Private Secondary School Principals/School Heads  
Public & Private School Testing Coordinators (STCs)  
Division Testing Coordinator  
All Others Concerned

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA), with the assistance of Schools Division of Dagupan City and secondary schools personnel, will administer the **National Career Assessment Examination (NCAE)** in School Year 2024-2025 for both **public** and **private schools**, pursuant to DepEd Order (DO) No. 55, s. 2016, titled *Policy Guidelines on the National Assessment of Student Learning for the K to 12 Basic Education Program*.

2. The **NCAE** shall be administered on **August 15 & 16, 2024, (Thursday & Friday)** through a paper-based modality. It will be administered in all Grade 10 learners who are currently enrolled in public & private schools with a government permit or recognition.

3. In preparation to the administration of **NCAE**, an **orientation** will be conducted on **August 09, 2024 (Friday)**, at **3 o'clock in the afternoon** at the **Division Training Center (DTC)**. The participants to this orientation are the **Chief Examiners (CEs)/School Heads (SHs) or School Testing Coordinators (STCs)**. After the division orientation, the CE and/or the STCs are expected to immediately conduct a school-based orientation to the assigned room examiners who will be administering NCAE to other schools.

4. School Heads (SHs)/ School Testing Coordinators (STCs) are hereby required to submit the **list of school testing team members** thru the Google sheet link <https://tinyurl.com/sdodcNCAE2024TESTINGPERSONNEL> on or before **August 07, 2024**.



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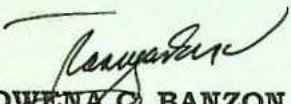
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5. Please use the formula below in determining the number of examiners and testing rooms. Likewise, submit the names of two (2) reserve room examiners in case needed during the actual administration of the test to Grade 10.

**No. of learners' (enrolment) in Grade 10 SY 2024-2025**

**30**

6. For the information, guidance, and compliance of all concerned.

  
**ROWENA C. BANZON EdD, CESO V**  
Schools Division Superintendent