


Office of the Undersecretary for Curriculum and Instruction

MEMORANDUM
DM-CI-2020-060

TO : **Regional Directors**
Schools Division Superintendents
All Others Concerned

FROM :  **DIOSDADO M. SAN ANTONIO**
Undersecretary *wt*

SUBJECT : **Advisory on the Administration of English Proficiency Test (EPT) for Teacher-Applicants and Request for List of Testing Centers for Online Examination**

DATE : **May 8, 2020**

In support to the government efforts in implementing social distancing and mitigating the spread of COVID-19, the Bureau of Education Assessment (BEA) halted the administration of various examinations, including the English Proficiency Test (EPT) for teacher-applicants. BEA shall resume the administration of EPT and other examinations once the Enhanced Community Quarantine (ECQ) in NCR is lifted, and approval is granted. However, those SDOs with EPT administration schedules prior to the ECQ shall be given priority should they still opt to have it administered using paper and pencil-based assessment. Currently, BEA is working with the Information and Communications Technology Service (ICTS) of Central Office in developing an online platform to cater various testing programs for online administration. This will be an option for the Division Offices (DOs) once it is fully operational. For the meantime, BEA is requesting the Schools Division Superintendents (SDSs) thru the Division Testing Coordinators (DTCs) to provide a list of schools that can serve as testing centers for an online examination.

Schools with the following requirements can serve as online testing centers:

- A computer laboratory with at least 20 operational desktop computers with
 - Operating System: At least Windows 7
 - Memory: At least 1 GB RAM
 - Processor Speed: At least 1 GHz
- Router and internet connection

The list of testing centers must be submitted to bea.ead@deped.gov.ph using the attached template. The IT Officers of the DOs are also requested to serve as the network administrators and shall assist in securing the integrity of the online examinations.

Immediate dissemination of this memorandum is desired.

Suggested Testing Centers for Online Administration of Various Examinations

Division Code: _____

Region: _____

Division: _____

School	Number of Computer Laboratories	Total Number of Operational Computers	Remarks

Prepared by:

Division Testing Coordinator
Contact #: _____
E-mail: _____

Approved by:

Schools Division Superintendent
Date: _____