



Republic of the Philippines  
Department of Education  
MIMAROPA Region  
**SCHOOLS DIVISION OF PALAWAN**  
Puerto Princesa City



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January 11, 2018

**DIVISION MEMORANDUM**

No. 010 , s. 2018

**SCHEDULE OF ADMISSION EXAMINATION FOR GRADE 7 ENTRANTS  
TO HIGH SCHOOLS IMPLEMENTING DIVISION INITIATED  
SPECIAL SCIENCE PROGRAM**

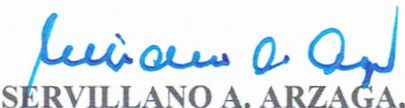
To: Assistant Schools Division Superintendents  
Chief, Education Program Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary Principals/School Heads  
Public and Private Schools

1. In reference to Regional Memorandum No. 01, s. 2018 dated January 3, 2018, the Department of Education, Schools Division of Palawan shall conduct the Admission Test for Grade 7 Entrants to High Schools offering Special Science Program for School Year 2018-2019 on the following schedule:

	<b>Name of Schools</b>	<b>Date</b>
2	Aborlan National High School	March 13, 2018
3	Princess Urduja National High School	March 13, 2018
1	Aboabo National High School	March 14, 2018
4	Quezon National High School	March 14, 2018
7	Pulot National High School	March 14, 2018
5	Rio Tuba National High School	March 15, 2018
6	Brooke's Point National High School	March 15, 2018
8	Roxas National Comprehensive High School	March 20, 2018
9	San Vicente National High School	March 20, 2018
10	Central Taytay National High School	March 21, 2018
11	El Nido National High School	March 21, 2018
12	Araceli National High School	March 23, 2018
13	Sta. Teresita Natinal High School	March 23, 2018

2. Applicants must have a general average of at least 85, with a rating of at least 85 in Science, Math and English and a grade of at least 83 in other subjects. The applicant must be recommended by their respective School Principal. In addition, all applicants must be physically fit.

3. Concerned schools shall create a Special Science Program Committee (SSPC) composed of (1) one SSP Coordinator or School Head, (1) one SSP Teacher, (1) one Head Teacher/Master Teacher/Coordinator and (1) one Guidance Counselor/Designated Guidance Counselor who shall conduct the preliminary selection through documentary evaluation to assess the readiness and qualification of the applicants based on the basic requirements such as NSO Birth Certificate, Certificate of Good Moral Character, Medical Certificate and Form 138.
4. The list of the qualified pupils who will take the Admission Test shall be submitted to the Division Office on or before February 28, 2018 via email at [eric.quillip@deped.gov.ph](mailto:eric.quillip@deped.gov.ph).
5. The SSPC shall also conduct interview of the applicant together with the parent/guardian to validate the documents submitted and to gauge the possibility of the applicant to succeed in the program.
6. Concerned schools must prepare the following:
  - 6.1 Testing rooms that can accommodate all test takers with 40 chairs per testing room.
  - 6.2 One teacher for every testing room who will serve as proctor and encoder in the conduct of the admission test.
7. Attached is the admission form which can be secured from the Office of the Principal of the SSP implementing School.
8. Application form together with the required documents such as NSO Birth Certificate, Certificate of Good Moral Character, Medical Certification, certified true copy of Report Card (SY 2017-2018), referrals and other relevant certifications shall be submitted to the Principal's Office of the SSP implementing School on or before February 19, 2018. Incomplete application form will not be processed.
9. Division Science and Mathematics Education Program Supervisors shall serve as Room Supervisors and are expected to coordinate to the school to ensure the smooth conduct of the admission test.
10. Furthermore, principals/school heads of the concerned secondary schools and Public Schools District Supervisors (PSDSs) shall initiate advocacy campaign to incoming Grade 7 students within the district to submit application and take the admission test.
11. Immediate and wide dissemination of this memorandum is desired.

  
**SERVILLANO A. ARZAGA, CESO V**  
 Schools Division Superintendent

Encls.: As stated

Reference: RM No. 01, series 2018

Allotment: 3 (D.O. 50, 97)

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

ADMISSION EXAMINATION  
 GRADE 7 ENTRANTS  
 SPECIAL SCIENCE PROGRAM

enq01/11/2018





Republic of the Philippines  
DEPARTMENT OF EDUCATION  
MIMAROPA REGION  
Meralco Ave. cor. St. Paul Road  
Pasig City



2x2  
Picture

## 2018 SPECIAL SCIENCE PROGRAM ADMISSION FORM

### INSTRUCTIONS:

Please accomplish this form in two copies. Type or print legibly all information needed.  
Do not abbreviate. Do not leave any item blank.  
No erasures, mark-overs, and/or mark-outs are allowed.

### TO BE FILLED UP BY THE PUPIL-APPLICANT:

Name of Pupil : \_\_\_\_\_  
(Last Name, First Name, Middle Name)  
Birthdate : \_\_\_\_\_ Gender: \_\_\_\_\_  
Email Address : \_\_\_\_\_ Contact Number: \_\_\_\_\_  
Complete Home Address : \_\_\_\_\_  
School Intended to Enroll Grade 7: \_\_\_\_\_

I certify that the above information is true and correct.

\_\_\_\_\_  
Signature over Printed Name of Pupil-Applicant

### TO BE FILLED UP BY THE PARENTS:

Name of Mother: \_\_\_\_\_ Occupation: \_\_\_\_\_ Contact Number: \_\_\_\_\_  
Name of Father: \_\_\_\_\_ Occupation: \_\_\_\_\_ Contact Number: \_\_\_\_\_  
Address of Parents: \_\_\_\_\_

Please check (✓):

1. Is your child a Filipino citizen? YES \_\_\_\_\_ NO \_\_\_\_\_  
2. Does your child belong to the Indigenous Cultural Communities?  
If YES, pls. specify: \_\_\_\_\_  
3. Does your child have a pending or approved application as immigrant in any foreign country? YES \_\_\_\_\_ NO \_\_\_\_\_  
4. Has your child taken the RSHS/LSHS/STE admission test before? YES \_\_\_\_\_ NO \_\_\_\_\_

I certify that the above information is true and correct.

\_\_\_\_\_  
Signature over Printed Name of Parent

### TO BE FILLED UP BY THE SCHOOL AUTHORITY CONCERNED:

Name of School : \_\_\_\_\_  
Complete Address : \_\_\_\_\_  
Type of School : \_\_\_\_\_ Private \_\_\_\_\_ Regular Public ES \_\_\_\_\_ SSES  
School Contacts : \_\_\_\_\_

Pupil-Applicant's Grade Six Grades	Science				Math				English			
	1st	2nd	3rd	4th	1st	2nd	3rd	4th	1st	2nd	3rd	4th

I hereby certify that the pupil-applicant is currently enrolled in Grade 6 for SY 2017-2018.

\_\_\_\_\_  
Signature over Printed Name of Principal

### TO BE FILLED UP BY THE RSHS/LSHS/STE HIGH SCHOOL GUIDANCE COUNSELOR:

As per data above: Qualified to take the Admission Test: [ ] Date of Examination: \_\_\_\_\_ Time: \_\_\_\_\_  
Disqualified to take the Admission Test: [ ]  
Reason/s for Disapproval: \_\_\_\_\_  
\_\_\_\_\_

Processed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Designation: \_\_\_\_\_

\_\_\_\_\_  
Signature over Printed Name of Secondary School Principal

Attachments: NSO Birth Certificate, certificate of good moral character, certified true copy of report card (SY 2017-2018), referrals and other relevant certifications.