



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

February 20, 2025

**DIVISION MEMORANDUM**

No. 093 s. 2025

**SELECTION GUIDELINES FOR INCOMING LEARNERS IN SPECIAL SCIENCE  
ELEMENTARY SCHOOLS (SSES) AND SCIENCE, TECHNOLOGY, ENGINEERING  
(STE) PROGRAMS FOR SCHOOL YEAR 2025-2026**

- To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Curriculum Implementation Division  
School Governance and Operations Division  
Education Program Supervisors  
Public Schools District Supervisors  
Senior Education Program Specialists  
Heads of Public Elementary, Integrated and Secondary Schools  
All Others Concerned
1. Attached is Regional Memorandum No. 132, s. 2025 dated February 13, 2025 titled **Selection Guidelines for Incoming Learners in Special Science Elementary Schools (SSES) and Science, Technology, Engineering (STE) Programs for School Year 2025-2026**.
  2. Immediate dissemination of this Memorandum is desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

**LUZ U. BANSON**

OIC – Assistant Schools Division Superintendent  
In-charge of the Division

Encl: As stated

Reference: As stated

To be included in the Perpetual Index  
Under the following subjects:

ADMISSION  
ELEMENTARY SCHOOLS

EXAMINATIONS  
SECONDARY SCHOOLS



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Republic of the Philippines  
**Department of Education**  
REGION VI-WESTERN VISAYAS

FEB 13 2025

REGIONAL MEMORANDUM  
No. **132**, s. 2025

**SELECTION GUIDELINES FOR INCOMING LEARNERS IN SPECIAL  
SCIENCE ELEMENTARY SCHOOLS (SSES) AND SCIENCE,  
TECHNOLOGY, ENGINEERING (STE) PROGRAMS  
FOR SCHOOL YEAR 2025-2026**

To: Schools Division Superintendents  
All Others Concerned

1. This Office, through the Curriculum and Learning Management Division (CLMD), issues the Regional Selection Guidelines for Incoming Learners of Grade 1 SSES and Grade 7 STE for SY 2025-2026.
2. In preparation for the incoming school year, the Qualifying Admission Tests (QAT) shall be administered to applicants who meet the following basic requirements, to wit:

Special Science Program	Eligibility Standards	Documentary Requirements
<b>SSES</b>	Children who have completed Kindergarten Programs in DepEd Accredited Schools and Centers  Must pass the reading and qualifying admission test for SSES.	1. Duly Accomplished Application Form with 1X1 ID Picture 2. Certified Photocopy of ECCD Checklist 3. Certified Photocopy of Kindergarten Report Card 4. Certified Photocopy of PSA Birth Certificate 5. Medical Certificate
<b>STE</b>	Must be a Grade 6 Graduate  Learner must obtain an average rating of <b>at least</b> 85% in Grade 6 English, Science, and Mathematics (From First to Third Quarters)	1. Duly Accomplished Application Form with 1X1 ID Picture 2. Certified Photocopy of SF 9 (School Report Card) 3. Certified Photocopy of PSA Birth Certificate 4. Certificate of Good Moral Character 5. Medical Certificate

3. The selection for Grade 1 SSES and Grade 7 STE learners shall be done in the following phases to determine the final qualifiers:

Phase	SSES	STE
1	Reading Test	Qualifying Exam





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2	Qualifying Exam	*Face-to-face Interview
3	*Face-to-face Interview	Ranking of qualified applicants
4	Ranking of qualified applicants	

\*Face-to-face Interview of the Pre-Qualified Applicants. The interview shall include an oral skills test that will be rated using rubrics and added as an integral part of the score obtained by the qualifier.

\*Ranking of the final qualified applicants shall be based on the following criteria:

CRITERIA	EQUIVALENT	
	SSES	STE
Reading Test	30%	
Qualifying Exam Score	50%	65%
Interview	20%	15%
Grade 6 Average (STE only)		20%
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>

4. The following is the Indicative Schedule of Activities:

Activity	Date
Onsite / Online Submission of Application Documents	February 24 – March 3, 2025
Conduct of Reading Test/Qualifying Exam	March 8 (Saturday)
Selection Process (Qualifying Exam/ Interview with the parents or guardians)	March 15, 22, and 29, 2025 (Saturdays)
Ranking of Final Qualified Applicants	April 5, 2025 (Saturday)
Posting of Grade 1 / 7 Qualifiers	April 11, 2025 (Friday)

5. The participation to this activity is voluntary and subject to the no-disruption of classes policy per DepEd Order No. 09, s. 2005 (Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith), and no collection policy per DepEd Order No. 09, s. 2008 (Implementation of No Collection Policy in All Public Elementary and Secondary Schools).

6. Teaching and non-teaching staff who will render services during the test material preparation, interview, checking, and releasing of results will be given service credits/compensatory leave credits for services rendered on Saturdays, Sundays, and Holidays. It is understood, however, that these leave credits shall be used only to offset absences and not for the commutation of leave credits for



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monetization. The Compensatory time-off is non-cumulative and should be utilized within one (1) year. This is granted under CSC and DBM Joint Circular No. 2, s. 2004, dated October 2004.

7. The proper health and safety protocols shall be strictly observed during the conduct of the activity.
8. The Schools Division Offices through the Division Science Supervisors shall monitor and evaluate the selection process of the SSES and STE learners and submit a report to the Regional Office c/o CLMD for validation.
9. Immediate dissemination of and compliance with this Memorandum are desired.

  
**RAMIR B. UYTICO EdD, CESO III**  
Regional Director

Encl.: None

Reference: None

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

ADMISSION  
CURRICULUM  
ELEMENTARY EDUCATION  
EXAMINATIONS  
SCIENCE EDUCATION  
SECONDARY EDUCATION  
TESTS

MAD/CLMD-RM- Selection Guidelines...  
037/February 13, 2025