



2681-143

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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 5, s.2026

SCHEDULE OF THE ADMINISTRATION OF THE COMPUTER-BASED NATIONAL CAREER ASSESSMENT EXAMINATION (CB-NCAE) FOR SCHOOL YEAR 2025-2026

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Public, SUC and Private Junior High School Heads/Administrators
All Others Concerned

1. Relative to **DepEd Memorandum No. 108, s. 2025**, this Office hereby informs all **public and private Junior High Schools** that the **Computer-Based National Career Assessment Examination (CB-NCAE)** shall be administered **during regular class days from January 6 to 21, 2026** to all **Grade 10 learners** currently enrolled in public and private schools with government permit or recognition.

2. The **National Career Assessment Examination (NCAE)** is designed to provide guidance to learners in making informed educational and career choices and to serve as a basis for profiling learners' aptitudes. It covers the following domains:

a. General Scholastic Aptitude (GSA), which includes Abstract Reasoning, Logical Reasoning, Mechanical Reasoning, Numerical Reasoning, Spatial Reasoning, Verbal Reasoning (English and Filipino), and Perceptual Accuracy and Response Efficiency (PARE); and

b. Career and Occupational Roles Explorer (CORE), which includes CORE-A (RIASEC) and CORE-B (Thurstone Model). These inventories assess learners' occupational interests and preferences for comprehensive career guidance.

3. To ensure the smooth implementation of the CB-NCAE, the examination schedule for participating schools is as follows:

Schools	Date of Examination
Immaculate Conception Minor Seminary, Inc.	January 6, 2026
Calvary Baptist Academy, Inc.	January 7, 2026
Divine Word College of Vigan, Inc.	January 9, 2026
Vigan National High School East	January 8-9, 2026
Vigan National High School West	January 9, 2026
Ilocos Sur National High School	January 12-20, 2026
University of Northern Philippines	January 21, 2026



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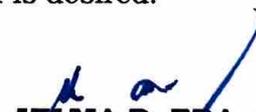
Your Feedback Is important to us. Visit this link bit.ly/SDOViganCityCSM

4. All concerned schools are directed to accomplish the following forms. Templates may be accessed through this link: <https://bit.ly/CBNCAEVirOrMaterials>.

Forms	Title	Date of Submission
Form 1	Test Administration Plan	Before the scheduled examination
Form 2	Master List	Before the scheduled examination
Form 3	List of Examinees	2 days before the scheduled examination (to be posted in the examination area)
Form 4	Attendance Sheet	After the examination
Form 5	Evaluation Report (Enclosed)	After the examination
Form 6	Monitoring Form	
	School Heads Contextual Questionnaire (Google Form Link) https://forms.gle/7HPhap4fuHd4x2AY6	Within the day of examination

Forms 1-5 shall be submitted through this link: <https://tinyurl.com/FormsNCAE>.

5. Attached is the DepEd Memorandum No. 108, s. 2025 for reference.
6. This Memorandum shall serve as the locator slip of the monitors for this activity. The list of monitors is enclosed.
7. Immediate dissemination of this Memorandum is desired.


VILMA D. EDA, CESO V
 Schools Division Superintendent

Reference: DepEd Memo 108 s, 2025
 Enclosure: List of Monitors

To be included in the Perpetual Index
 Under the following subject
 Computer-Based NCAE
 SGOD/smr/Assessment



List of Monitors

Schools	Date of Examination	Monitors
Immaculate Conception Minor Seminary, Inc.	January 6, 2026	Ms. Susiemar Rapisura Mr. Eric Tapat Ms. Racquel Follante Mr. Rodrigo Q. Reyes, Jr. Dr. Peter Frial Dr. Clarito Siababa
Calvary Baptist Academy, Inc.	January 7, 2026	
Vigan National High School East	January 8-9, 2026	
Vigan National High School West	January 9, 2026	
Divine Word College of Vigan, Inc	January 9, 2026	
Ilocos Sur National High School	January 12-20, 2026	
University of Northern Philippines	January 21, 2026	



Republic of the Philippines
Department of Education
 REGION I

Evaluation Report
Administration of the Computer-Based National Career Assessment Examination (CB NCAE)
School Year 2025–2026

I. School Profile

School: _____ Division: _____
 School ID: _____
 Date of Administration: _____
 Total number of registered examinees: _____
 Total number of actual examinees: _____
 Testing venue(s): _____

II. Test Administration

A. Pre-administration Preparations

Indicator	Rating (✓)	Remarks
1. Receipt of national and regional instructions/memos	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
2. Orientation of School Testing Personnel	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
3. Coordination with LGU / Stakeholders (as applicable)	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
4. Examination room preparation / signage	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
5. Readiness of ICT equipment (computers, laptops, peripherals)	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
6. Internet connectivity assessment / backup plan	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
7. Configuration of testing environment (CBT platform, logins, devices)	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	

B. Test Materials and Data Management

Indicator	Rating (✓)	Remarks
1. Accuracy of the examinee masterlist	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
2. Security of login credentials and access codes	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
3. Proper distribution of accounts to examinees	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
4. Data privacy protocols observed	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	

C. Conduct of the Examination

Indicator	Rating (✓)	Remarks
1. Punctuality and readiness of exam personnel	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
2. Examinee verification and attendance checking	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
Smooth login and authentication	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
3. Technical assistance availability	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
4. Observance of testing protocols	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
5. Accessibility for learners with special needs	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	

D. Post-administration Activities

Indicator	Rating (✓)	Remarks
1. Proper logout and secure exit	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
2. Submission of reports	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
3. Documentation of technical issues	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	
4. Reporting of irregularities	<input type="checkbox"/> Fully Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Not Met	

Descriptive Rating Guide

Rating	Verbal Description
Fully Met	<ul style="list-style-type: none"> ✓ The indicator was completely achieved as required in the memorandum. ✓ All procedures, resources, and compliance measures were executed accurately, on time, and without any gaps. ✓ Processes were systematic, properly documented, and aligned with DepEd guidelines. ✓ No significant issues, delays, or deviations were observed.
Partially Met	<ul style="list-style-type: none"> ✓ The indicator was achieved but with minor lapses or incomplete compliance. ✓ Most requirements were followed, but there were noticeable gaps, delays, or inconsistencies that affected full compliance. ✓ Issues were present but manageable, not preventing the overall administration of the CB NCAE.
Not Met	<ul style="list-style-type: none"> ✓ The indicator was not achieved or was significantly below the required standard. ✓ Key procedures were not followed, important requirements were missing, or implementation was inconsistent with DepEd guidelines. ✓ Issues or lapses negatively affected the administration process.

III. Summary of Strengths

IV. Challenges / Issues Encountered

V. Recommendations

Prepared by:

NOTED:

Monitored by:



Republic of the Philippines
Department of Education

DEC 11 2025

DepEd MEMORANDUM
No. **108**, s. 2025

**ADMINISTRATION OF THE COMPUTER-BASED NATIONAL CAREER
ASSESSMENT EXAMINATION FOR SCHOOL YEAR 2025-2026**

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher, and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary School Heads
Attached Agencies
All Others Concerned

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA) with the assistance of schools division offices (SDOs) and secondary school personnel, will administer the **Computer-Based National Career Assessment Examination (CB-NCAE) for School Year (SY) 2025-2026**, 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 is designed to provide career guidance to individual learners for their future educational and career choices and to serve as a basis for profiling learners' aptitude, which covers the following domains: General Scholastic Aptitude (GSA) and Career and Occupational Roles Explorer (CORE). The GSA covers Abstract Reasoning, Logical Reasoning, Mechanical Reasoning, Numerical Reasoning, Spatial Reasoning, Verbal Reasoning (English and Filipino), and Perceptual Accuracy and Response Efficiency (PARE). The CORE covers CORE-A (RIASEC) and CORE-B (Thurstone Model), which is an inventory of occupational interests that provides assessment on inclinations/preferences for comprehensive career guidance.
3. The conduct of the test is pursuant to DO 012, s. 2025 titled Multi-Year Implementing Guidelines on the School Calendar and Activities for the School Year 2025-2026 and will be administered during regular classes from **December 2025 to January 2026** as the testing window to **all Grade 10 learners** who are currently enrolled in public and private schools with government permits or recognition.
4. The testing dates within the testing window shall be determined by the SDOs in coordination with the regional office.
5. To ensure adequate preparedness and familiarity with the testing procedures, all Grade 10 learners shall take a **mock test** to be conducted beginning December 1, 2025, at least a week prior to the national administration. This activity aims to provide students and teachers with an opportunity to experience the testing environment, identify areas for improvement, and address potential issues that may affect performance during the actual examination. A monitoring tool shall be provided, to assess the conduct of the mock test and actual test administration.



6. In light of the limited availability of functional computer units and challenges in internet connectivity in some schools, institutions are encouraged to coordinate and collaborate with nearby or partner schools and institutions that have adequate technological resources. When necessary, laptop/tablet units and other testing resources may be temporarily transferred to schools with limited facilities to enable them to conduct the computer-based testing. This initiative aims to optimize the use of existing technological resources and ensure that all students have equitable access to the tools required for test-taking. The transfer of learners shall be permitted only if the nearby school is located within the school district.
7. BEA will conduct a virtual orientation for the Regional Testing Coordinators, Regional Information Technology Officers, Division Testing Coordinators, Division Information Technology Officers, and SDO Private School Supervisors on the test administration. The schedule and meeting details will be sent in a separate Advisory.
8. Learners with disabilities may also be assessed, provided that the test accommodations stipulated in **Section 9 of DO 55, s. 2016**, are met. Learners who have difficulty seeing, including visually impaired learners, may opt to skip subtests that contain image-heavy items, such as **Abstract Reasoning, Mechanical Reasoning, Spatial Reasoning, and Perceptual Accuracy and Response Efficiency (PARE)**.
9. Health and safety protocols must be followed in all activities related to the national test administration.
10. For more information, please contact the **Bureau of Education Assessment-Education Assessment Division**, Department of Education Central Office, Meralco Avenue, Pasig City, or through email at bea.ead@deped.gov.ph or at telephone number (02) 8631-2589.
11. Immediate dissemination of this Memorandum is desired.

By Authority of the Secretary:



ATTY. FATIMA LIPP D. PANONTONGAN
Undersecretary and Chief of Staff

Reference:

- DepEd Order (Nos. 012, s.2025 and 55, s. 2016)
- DepEd Memorandum No.031, s. 2024

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

ASSESSMENT
BUREAUS AND OFFICES
EXAMINATION
LEARNERS
MONITORING AND EVALUATION
PROGRAMS
RULES AND REGULATIONS
SCHOOLS
TEST