



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION



**REGIONAL MEMORANDUM**

ORD-2024- 747

**TO :** **SCHOOLS DIVISION SUPERINTENDENTS**

**FROM :** **JOCELYN DR ANDAYA**  
 Director IV

**SUBJECT :** **ADMINISTRATION OF THE NATIONAL CAREER ASSESSMENT EXAMINATION**

**DATE :** July 25, 2024

1. This is in reference to the attached Memorandum dated June 18, 2024, from Gina O. Gonong, Undersecretary for Curriculum and Teaching relative to the above-captioned subject for information and appropriate action.
2. Immediate dissemination of this Memorandum is desired.



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Republic of the Philippines  
Department of Education

JUN 18 2024

DepEd MEMORANDUM  
No. **031**, s. 2024

**ADMINISTRATION OF THE NATIONAL CAREER ASSESSMENT EXAMINATION**


To: Undersecretaries  
Assistant Secretaries  
Minister, Basic, Higher, and Technical Education, BARMM  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public and Private Secondary School Heads  
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 schools personnel, will administer the **National Career Assessment Examination (NCAE) in School Year 2024–2025 within a five-day testing window**, two weeks after the opening of classes 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 in **two consecutive days within the testing window** through a paper-based modality. It will be administered to **all Grade 10 learners** who are currently enrolled in public schools and private schools with a government permit or recognition.
3. The testing dates, within the testing window, shall be determined by the SDOs in coordination with the regional office (RO).
4. The NCAE is designed to provide guidance to individual learners for their future educational and career choices and to provide a basis for profiling learners' aptitude in the four senior high school (SHS) Tracks: Academic, Technical-Vocational-Livelihood, Sports, and Arts and Design. The results of the NCAE are utilized to support the national framework on career guidance and for entry assessment to the specific SHS tracks/strands in all public and private schools.
5. The NCAE assessment covers the following domains: **General Scholastic Aptitude (GSA), Academic Track, and Occupational Interest Inventory (OII)**. The GSA covers Reading Comprehension, Mathematical Ability, Verbal Ability, Scientific Ability, and Logical Reasoning Ability. The Aptitude for SHS Tracks contains: (a) Academic, which includes Humanities and Social Sciences (HUMSS), Science, Technology, Engineering and Mathematics (STEM), and Accountancy Business and Management (ABM); (b) Technical-Vocational-Livelihood (TVL); (c) Sports; and (d) Arts and Design. The OII is an inventory/checklist of occupational interests which provides an assessment on inclinations/preferences for comprehensive career guidance.

6. Test accommodations shall be given to learners with disabilities (LWDs) who will be participating in the assessment activity following the provision stated in Section 9 of DO 55, s. 2016.
7. BEA will manage the national implementation of the NCAE with the assistance of the ROs and SDOs. BEA will conduct a virtual orientation for Regional Testing Coordinators, Division Testing Coordinators, and SDO Private School Supervisors on the test administration guidelines and details for the Program Support Funds. The schedule and meeting details will be sent through a separate advisory.
8. An authorized forwarder will deliver and retrieve the test materials to and from the SDOs.
9. Health and safety protocols must be followed in all activities to be done in relation to the national test administration.
10. For more information, please contact the **Bureau of Education Assessment-Education Assessment Division, Department of Education Central Office** through email at [bea.ead@deped.gov.ph](mailto: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:



  
**GINA O. GONONG**  
Undersecretary

References:

DepEd Order (Nos. 003, s. 2024; and 55, s. 2016)

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

ASSESSMENT  
CONFERENCE  
EXAMINATION  
LEARNERS  
PROGRAMS  
RULES AND REGULATIONS  
SCHOOLS  
TEST