



Republic of the Philippines
Department of Education
MIMAROPA REGION
SCHOOLS DIVISION OF MARINDUQUE

Department of Education
Division of Marinduque

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Name: _____
Signature: _____
Date: JUL 30 2024 Time: _____

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

TO: Asst. Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Secondary School Heads
School Administrators, Concerned Private Schools /Marinduque State
University
All Others Concerned

FROM: 
LYNN G. MENDOZA, EdD
OIC, Schools Division Superintendent

SUBJECT: **ADMINISTRATION OF NATIONAL CAREER ASSESSMENT EXAMINATION (NCAE)**

DATE: July 29, 2024

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA) will administer the National Career Assessment Examination (NCAE) on **August 15-16, 2024**, in all public and private secondary schools in the Schools Division of Marinduque.
2. The NCAE shall be administered in two consecutive days within the testing window and will be administered to all Grade 10 learners who are currently enrolled in public schools and private schools with government permit or recognition for School Year 2024-2025, using paper-based modality.
3. 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.

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4. The Division Office through the Division Testing Coordinator and Private Schools Supervisor shall conduct an orientation on the test administration guidelines and details for the Program Support Funds on August 2, 2024 at SDO Marinduque Conference Hall from 1:30 PM to 4:00 PM.
5. Participants in this activity are the following:
 - a. Education Program Supervisors;
 - b. Public Schools District Supervisors;
 - c. School Administrators, Concerned Private Secondary Schools / SUC
 - d. 45 Public Secondary School Heads
6. The orientation will also include the presentation and dissemination of research results conducted by Mrs. Bernadith R. Lacerna, SEPS-Planning and Research and Dr. Fretzie P. Alcantara, SEPS-School Management, Monitoring & Evaluation titled "Employability of Senior High School (SHS) – Technical Vocational Livelihood (TVL) Graduates in the Schools Division of Marinduque: An Input to Intensified Career Guidance Program"
7. Health and safety protocols must be followed in all activities to be done in relation to the national test administration.
8. All related expenses and other incidental expenses on the administration of NCAE shall be charged against Program Support Fund of NASBE subject to the usual auditing rules and regulations.
9. For queries and concerns, contact Fretzie P. Alcantara, EdD, Division Testing Coordinator through fretzie.alcantara@deped.gov.ph / Mobile Number: 0968-5246494.
10. For information, guidance, and compliance of all concerned.

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