



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III
DIVISION OF CITY SCHOOLS
City of San Jose del Monte



September 25, 2017

DIVISION MEMORANDUM
No. 162 s. 2017

**ADMINISTRATION OF NATIONAL ACHIEVEMENT TEST (NAT)
FOR SCHOOL YEAR 2016-2017**

To: Assistant Schools Division Superintendent
Division Chiefs
Public and Private School Heads
All Others Concerned

1. Pursuant to DepED Memorandum No. 146, s. 2017, the Department of Education through the Bureau of Education Assessment (BEA) will administer the National Achievement Test (NAT) for School Year 2016-2017 on the following dates:

| DATE | GRADE LEVEL OF TEST TAKERS |
|------------------|--|
| October 3, 2017 | Grade 7 students of public and private schools (census) |
| October 10, 2017 | Grade 11 students of public and private schools (census) |

2. To ensure the smooth conduct of this activity, the division shall conduct an orientation on the administration of the National Achievement Test (NAT) on Wednesday, September 27, 2017, 8:00 am-4:00 pm at San Jose del Monte Central School. Participants to this activity are **Chief Examiners or School Testing Coordinators** of each public and private secondary school. **One (1) representative per school only.**
3. The following shall be discussed on the said Orientation:
 - Proper conduct/administration of the test;
 - Security of test materials, delivery and retrieval scheme; and
 - Allocation of test materials
4. Immediate and wide dissemination of this Memorandum is earnestly desired.


GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent.

**ORIENTATION ON CONDUCT OF THE NATIONAL ACHIEVEMENT TEST (NAT)
FOR SCHOOL YEAR 2016-2017**

San Jose del Monte Central School

September 27, 2017

Schedule of Activities

| Time | Activities |
|--------------------|--|
| 8:00 am – 8:30 am | Registration |
| 8:30 am – 9:00 am | Opening Program |
| 9:00 am - 12:00 nn | Orientation Proper on 2017 NAT <ul style="list-style-type: none">• Basic Facts on National Achievement Test (NAT) Grade 7 and Grade 11• Responsibilities of the Testing Staff• Pre-Test and Post-test Guidelines |
| 12:00 nn - 1:00 pm | Lunch Break |
| 1:00 pm – 4:00 pm | <ul style="list-style-type: none">• NAT Forms• Allocation of Test Materials• Testing Centers• Delivery and Retrieval Scheme• Open Forum |