

Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON, KULTURA AT RECREASYON
(DEPARTMENT OF EDUCATION, CULTURE AND SPORTS)
Manila

June 30, 1987

DECS MEMORANDUM
No. 125, s. 1987

1987 NATIONAL COLLEGE ENTRANCE EXAMINATION

To: Bureau Directors
Regional Directors
Schools Superintendents
Presidents, State Colleges and Universities
Heads of Private Schools, Colleges and Universities

1. The 1987 National College Entrance Examination (NCEE) will be administered in designated examination centers throughout the country on September 27, 1987 (Sunday) from 7:00 a.m. to 12:00 noon. The regional directors and the schools superintendents shall be responsible for the systematic, efficient and effective administration of the NCEE in their respective regions and/or divisions.

2. The registration period for the 1987 NCEE will be from the start of classes on June 15, 1987. No extensions will be granted. The registration fee for each examinee is twenty-five pesos (P25.00) and is not refundable. Foreign students with student visas will register at the National Educational Testing and Research Center (NETRC) Manila.

3. Starting with the 1987 NCEE the registration forms shall have serial numbers ranging from 0000000000000000 and they are accountable forms to be issued by the registering official in lieu of the official receipt form. Upon registration the forms should be stamped "RD" and initialed by the registering official with the date and year of registration indicated in both student's and LECA copies of NCEE Form 1. The serial number of the registration form should be recorded on the revised NCEE Form 4 or 4-A which should be sent to NETRC. A copy of the NCEE Form 4 should be made available for audit purposes in their respective schools/divisions. Each high school principal (public or private) should remit the local collections for registration fees to the schools superintendent concerned. If the fees are remitted in bank drafts, these should be addressed to the Executive Director of NETRC, DECS, Ardena St., Manila together with the list of registrants from each high school particularly NCEE Forms 4, 4-A, and 5, on or before August 31. The total amount collected and remitted to NETRC should conform to the number of registrants in the list. It is very important that the schedule for registration be strictly followed as the printing and casking of the test materials for shipment to each school division will entirely depend on the availability of materials as reported. Expenses of the schools superintendents in mailing or buying bank drafts should be charged against the cash advance allotted to his school division.

4. The registration period, an inventory of NCFE forms should be made, and the number of unused copies (serial numbers should be indicated consecutively) should be reported to MECS on or before August 31 every year. Each school should keep a copy of the report for that is subject to inspection by any authorized representatives of the Center.

5. The schools' superintendents should submit not later than September 15 every year a collection report (Gen. Inv. No. 99) duly filled by a CGA Auditor to their respective offices. Schools' superintendents also fail to remit the NCFE collections within sixty days after the close of the registration period shall have their names immediately suspended. This suspension order may be lifted upon receipt of the next fees together with the list of registrants.

6. With reference to the guidelines for the official Section of the 1987 NCFE, attention is invited to MECS Memorandum No. 120 dated 1/11/87, entitled "Updated Guidelines for the Administration of the National Council Entrance Examination (NCEE)". The following articles of the administration of the NCFE are highlighted therein and are still in effect unless superseded by this Memorandum:

- a. Composition of the Local Examination Committee (LEC);
- b. Registration procedures;
- c. Determination of examination centers;
- d. Appointment of regional and division testing coordinators;
- e. Appointment of chief examiners, room supervisors and examiners;
- f. Functions, duties and responsibilities of the regional and division testing coordinators (RCC/DCC), chief examiners, room supervisors and room examiners;
- g. Distribution and retrieval of test materials; and
- h. Funding and allowances of personnel concerned.

7. Inclosed with this Memorandum are some pertinent information regarding the NCFE.

8. It is desired that the wholehearted cooperation of all concerned be extended to insure the success of this program.

9. Widespread dissemination of this Memorandum is enjoined in the information and guidance of all.

(SGC) LOPELLO R. QUESADA
Secretary

Encl.: As stated
Referenced: MECS Memorandum Nos. 52 and (177) s. 1986
Attachment: 1-2-3-4-(M.O. 1-87)
To be indicated in the Enclosed Index
under the following subjects:

- EXAMINATION
- FEES
- LEGISLATION
- OFFICIALS
- RULES & REGULATIONS
- STUDENTS

the closure of FIC Memorandum No. 17, 11/19/77

RESTRICTED INFORMATION Regarding THE NCEE

1. A calendar of the orientation Seminars for the administration of the NCEE is to be developed. Representatives of the NCEE will confer with the regional directors, local superintendents, regional testing coordinators (RTCs) and division testing coordinators (DCs) of the proper administration of the Annual Sheets and on other matters pertinent to the program. The NCEE will be in charge of their own seminars with local school examiners, school supervisors and city examiners in the respective regions/divisions. A schedule of such seminars should be submitted to the NCEE representatives during the orientation seminars.

2. New Examiners' Handbooks will be issued in the 1978 NCEE. These will contain detailed instructions on the conduct of the NCEE. Additional instructions may be given from time to time by the NCEE representatives during the seminars.

3. Expenses of the local education contractor and local school examiners will each receive an incentive allowance of \$50.00 plus \$10.00 for transportation expenses on examination day. Representatives of the National Educational Testing and Research Center from Manila will conduct an orientation program. The greatest number of registrants will likewise have an allowance of \$50.00 during the day of the seminar charged against the total allowance of the regional director concerned. The local supervisor and head of school at the examination center will each receive \$100.00 while the registrants will each receive \$75.00 and 2 days' school credits. Invited registrants will receive \$100.00 each on examination day. Travelling expenses of \$175.00 may likewise be given to each registrant supervisor, needs of schools, expenses and \$15.00 for invited registrants. Allowance of \$100.00 may be given to school superintendents or division testing coordinators on examination day subject to availability of funds.

Per diem for local assistance is allowed. Local \$520.00 to \$1,200.00 depending on the number of registrants. This is not allowed for local divisions with a total number of registrants below 1,000.

Expenses incurred during the regional orientation Seminars including meals and chargeable against the cash advance of the regional directors. District expenses incurred during the orientation, including meals and need allowance during examination day are chargeable against the cash advance of the district superintendents, subject to the availability of funds.

This modifies the funding provision included in the Memorandum No. 23, 8/1/77.

1. Regional Directors and school superintendents should liquidate their cash advances immediately after the examination file on September 27, 1962.

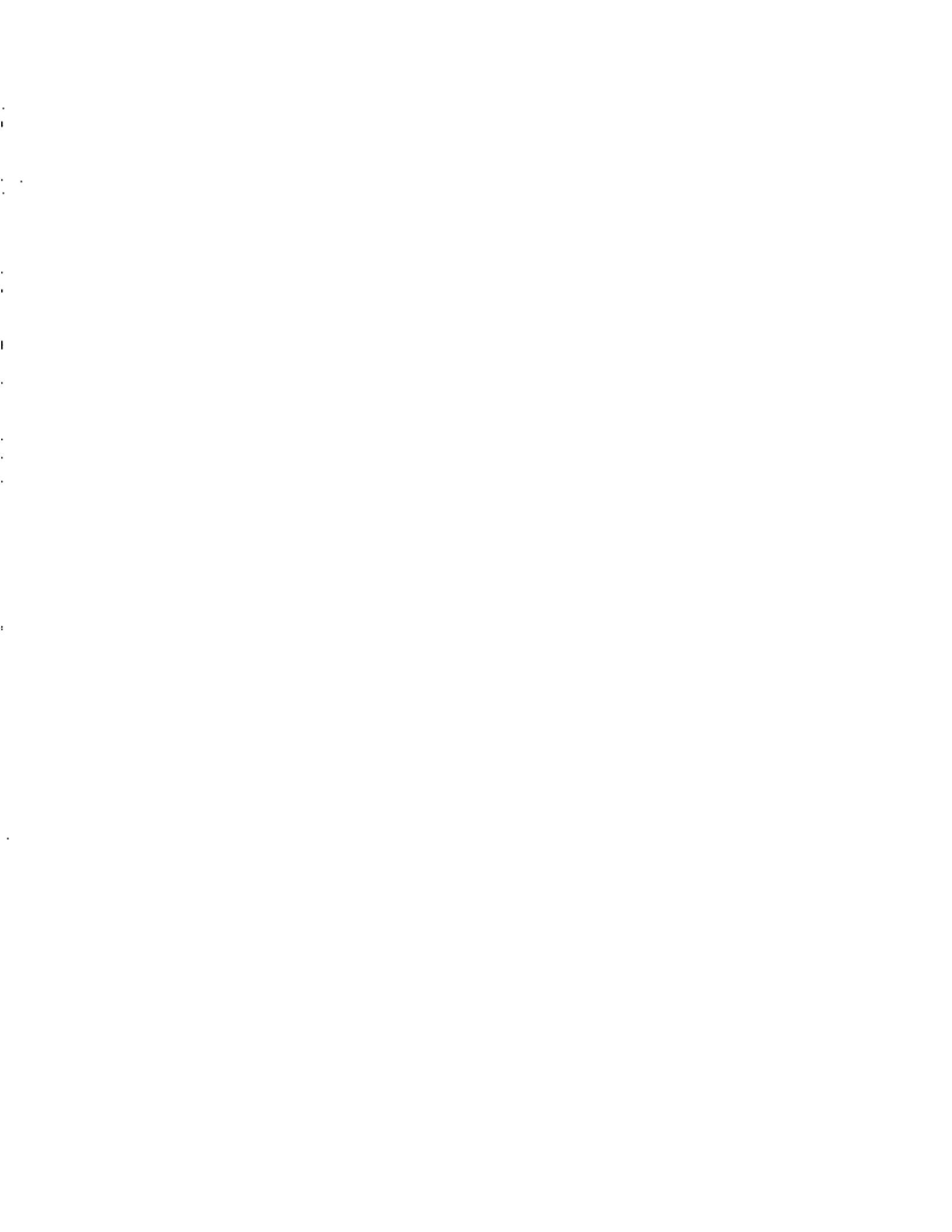
All liquidation of cash advances should be properly accomplished in REPORT OF DISBURSEMENT (Treasury Form #44-70 revised 7-5-62) edited by their respective OIA and OIA.

2. School officials, employees and other government personnel who, in the performance of their duties in connection with the administration of the NCE, are found to have committed infractions of the law, rules and regulations, such as bribery or solicitation of bribery, or who will adversely affect the integrity of the NCE, shall be dismissed from the service upon conviction, and the student's father shall be debarred from joining the NCE, depending on the gravity of the crime.

3. Test materials obtained by NCFRC personnel should be returned to the coordinators from their various bus sections and field station centers to the NCFRC Headquarters and subsequently returned to the same from Headquarters. Drivers and/or bus sections in the case may be, should return materials back to NCFRC. Therefore, no charges shall be chargeable against the bus records of the field superintendents' centers.

The NCFRC employees will pick up all test materials, books and crossed Section Books and Test Booklets under three (3) days after the examination assembly from those school divisions where the materials were delivered. Delivery by trucks from divisions whose test materials were obtained by trucks will have to be made by a representative of the NCFRC camp to the division back to Manila.

4. The NCFRC is the testing arm of the Department of Education, Culture and Sports. It is authorized to publish the results of the NCE whenever it is deemed necessary.



SCHEDULE OF HILL ORIENTATION 2017

DATE	REGION	COLE TEAM	VENUE
8-17-87	I	Dr. Lucia F. Mijang	St. Fernando, La Union
8-21-87	III	Mrs. Marcelita Valera	St. Fernando, Pangasinan
8-23-87	V		Manila City
8-18-87	II	Dr. Felisa M. Aguirre	St. Aguedo, Cagayan
8-20-87	IV	Dr. Felisa B. Parra	Guaymas City
8-21-87	NCR	Dr. Desolano P. Dizon	Manila
8-17-87	VI	Mrs. Encarnacion	Itabon City
8-19-87	VII		Manila City
8-21-87	VIII	Mrs. Sylvia Smith	Macloban City
8-17-87	X		Cagayan de Oro City
8-18-87	XI	Mrs. Josefina Gonzales	Cabanatuan
8-22-87	IX	Mrs. Virginia Lirio	Zamboanga City
8-25-87	XII		Cebu City

OVERALL - Director: Nona B. Valera
 Asst. Director: Liza G. Coto
 Mr. Romulo D. Batac
 Mr. Cesar A. Francisco
 Mrs. Marjorie P. Acera

2011
2012
2013
2014
2015
2016
2017
2018
2019
2020
2021
2022
2023
2024
2025
2026
2027
2028
2029
2030

