



TANGGAPAN NG KALIHIM
(Office of the Secretary)

December 29, 1999

DECS MEMORANDUM
No. 537, s. 1999

**GUIDELINES IN THE ADMINISTRATION OF THE COMPOSITION
WRITING SUBTEST IN THE NEAT AND NSAT**

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

1. The National Elementary Achievement Test (NEAT) and National Secondary Achievement Test (NSAT) on January 18 and 21, 2000 respectively shall include composition writing in English and Filipino.

2. The composition writing will be administered to sample schools and divisions, which will be made known to Schools Division Superintendents and Division Testing Coordinators two days before examination day through the NETRC Representative who will monitor the activity in the sample division.

3. The composition writing which will be 20 minutes for NEAT and 30 minutes for NSAT, will both be given as the first subtest in the examination.

4. Fifty percent of the examinees in each room will be administered the composition writing in English while the other fifty percent in Filipino. A school which has an excess of less than 28 examinees after dividing the school population by 30, will not be administered the composition writing test.

5. The answer sheets in the composition writing test, together with the answer sheets in the multiple choice test from the sample schools and divisions, shall be collected ahead of all others by a NETRC Representative from the Chief Examiner of the testing center and/or Division Testing Coordinator.

6. Immediate and wide dissemination of this Memorandum is desired for the information and guidance of all concerned.

Andrew Gonzalez
ANDREW GONZALEZ, FSC
Secretary

Reference: None

Allotment: 1--(D.O. 50-97)

To be indicated in the Perpetual Index

under the following subjects:

STUDENTS

TESTS

PUPILS

RULES & REGULATIONS