

Republika ng Pilipinas  
(Republic of the Philippines)  
MINISTRI NG EDUKASYON, KULTURA AT ISPORTS  
(MINISTRY OF EDUCATION, CULTURE AND SPORTS)  
Maynila

February 15, 1983

MECS O R D E R  
No. 9, s. 1983

POLICIES ON THE NATIONAL COLLEGE ENTRANCE EXAMINATION

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

1. Inclosed is a summary of policies pertaining to the National College Entrance Examination (NCEE).
2. It is requested that the aforementioned policies be immediately disseminated for the information and guidance of the field.
3. All provisions in previous memoranda which are contrary to or inconsistent with the foregoing policies are hereby rescinded or modified accordingly.
4. Strict observance and compliance with this Order is enjoined.

(SGD.) ONOFRE D. CORPUZ  
Minister

Incl.:  
As stated

References:  
MEC Order: No. 56, s. 1979  
MECS Order: No. 3, s. 1983

Allotment: 1-2-3-4--(D.O. 1-76)

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

CHANGE	POLICY
EXAMINATION	RULES & REGULATIONS

(Inclosure to MECS Order No. 9, s. 1983)

POLICIES PERTINENT TO THE NATIONAL COLLEGE ENTRANCE  
EXAMINATION (NCEE)

I. Who are Qualified to Take the National College Entrance Examination

1. Filipino/foreign high school graduates/graduating high school students who aspire to pursue any post-secondary degree course requiring at least four years of study.
2. Students in post-secondary terminal vocational/technical and other specific non-degree course, who later decide to shift to degree programs requiring at least four years of study.
3. Students who intend to enrol in a ladderized curriculum leading to the degree program.
4. College student transferees from foreign countries.
5. Students who qualified as high school graduates under the Accreditation and Equivalency Program (AEP) of the National Educational Testing Center.
6. Students who did not qualify in previous NCEE's.

II. Who Are Qualified to Take the Special NCEE

1. Students who registered for the regular NCEE but failed to take the examination for valid reasons such as illness, calamity or force majeure and for other similar reasons certified to by competent authorities.
2. Filipino or foreign students from non-ASEAN countries.
3. Students who qualified as high school graduates under the Accreditation and Equivalency Program (AEP).

III. Who Are Exempted from the NCEE Requirements

High School Graduates:

1. enrolling in short-term post-secondary terminal courses of less than four years of study;
2. from the School for the Deaf and the Blind;

3. Who are retired veterans of World War II, Korean War, and the Vietnam War, and retired Philippine Armed Forces personnel;
4. Who are members of the Armed Forces of the Philippines (AFP) and Integrated National Police (INP) who have rendered at least five years of continuous service in the Force and have attained at least the rank of Corporal;
5. Who have served the Philippine government for a period of at least ten (10) years and have passed at least the Sub-professional or its equivalent Civil Service Examination;
6. Who are rebel returnees and have availed of the Presidential Amnesty;
7. Who have obtained academic units in college prior to the implementation of the NCEE in the school year 1974-1975; and
8. Who have finished a degree course but would like to take up another degree.

A certificate of exemption is issued by the NETC to qualified applicants and a fee of ten pesos (P10.00) is charged each applicant.

#### IV. Disciplinary Action

1. MECS officials and other government personnel and employees who, in the performance of their official duties in connection with the administration of the NCEE, are found guilty of negligence or who commit infractions of the law, rules and regulations, such as initiating or tolerating any form of cheating which adversely affects the integrity of the test, shall be dismissed from the service and the students involved debarred from taking the NCEE.
2. Colleges and universities found willfully violating any policy or through negligence or laxity cause the violation of any of the preceding policies shall be penalized. Such penalty shall range from reprimand to:

- a. revocation of government recognition;
  - b. cancellation of permit;
  - c. confiscation of permit or recognition bond; and
  - d. penalties as provided for in the Manual of Regulations for Private Schools.
3. Students who submit tampered/fake NCEE rating slips shall be debarred from enrolling in degree courses.
  4. Schools division Superintendents who failed to remit NCEE fee collections within fifteen (15) days after the close of the registration period shall have their salaries suspended immediately pending the filing of administrative/criminal charges in accordance with Section 12 of RA No. 3019, "Anti-Graft and Corrupt Practices Law."
  5. Regional directors and schools division Superintendents who failed to liquidate their corresponding NCEE cash advances within the specified two months period after the administration of the NCEE shall likewise have their salaries suspended immediately.

#### V. Miscellaneous Provisions

1. Researchers conducting studies utilizing NCEE data shall secure a written permit from the Office of the NETC Executive Director.
2. Students desiring to obtain certified true copies of NCEE report of ratings shall be charged a fee of ₱5.00.
3. Colleges/Universities are required to indicate the GSA percentile rank and the year the NCEE was taken in the Form 19 and transcript of records of graduating students and other such exit credentials.

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