

Ralph

2013-03-07-8
Deped-MALAYBALAY CITY DIVISION
RELEASED

Date: 3/4/13 Time: 10:11 AM
By: [Signature]



DEPARTMENT OF EDUCATION
Region X - Northern Mindanao
DIVISION OF MALAYBALAY CITY
City of Malaybalay
Tel no. 813 - 2894; 221 - 4597



DIVISION ADVISORY

To: Education Program Supervisors/Coordinators
Public Schools District Supervisors
Elementary & Secondary School Heads, Unit Heads
This Division

From: *[Signature]*
EDILBERTO L. OPLENARIA *[Signature]*
Schools Division Superintendent

Date: *[Signature]*
February 28, 2013

Re: **2013 SCHOOLS DIVISION SUPERINTENDENT EXAMINATION/EDUCATIONAL
MANAGEMENT TEST (EMT)**

The field is informed on the administration of the 2013 Schools Division Superintendent/Educational Management Test (EMT) on April 7, 2013(Sunday) at the Fort Bonifacio High School, Makati City.

Interested and qualified applicants may submit the EMT application form to this Office not later than March 15, 2013, for evaluation.

Enclosed herewith is the unnumbered Memorandum from Hon. Undersecretary Rizalino D. Rivera and EMT application form for your reference.

For information and guidance.

Rtq13/elo



Republic of the Philippines
Department of Education
REGION X- NORTHERN MINDANAO
Gregorio A. Pelaez Sr. Memorial Sports Center
Velez St., Cagayan de oro City



Telephone Nos.: (08822) 727836;722851;727232/Telefax Nos.: (08822)720665;714576;710382;711654;728990

FAX MESSAGE FOR TRANSMISSION

FEBRUARY 26, 2013

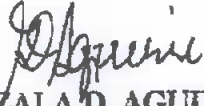
TO: SCHOOLS DIVISION SUPERINTENDENTS
ASST. SCHS. DIVISION SUPERINTENDENTS-OIC

ENCLOSED IS THE UNNUMBERED MEMORANDUM DATED FEBRUARY 21, 2013 FROM HONORABLE UNDERSECRETARY RIZALINO D. RIVERA OF THE CENTRAL OFFICE OF THIS DEPARTMENT RELATIVE TO THE DEPED MEMORANDUM NO. 27, SERIES 2013 ON ADMINISTRATION OF THE 2013 SCHOOLS DIVISION SUPERINTENDENTS EXAMINATION KNOWN AS EDUCATIONAL MANAGEMENT TEST (EMT) ON APRIL 07, 2013 AT THE FORT BONIFACIO HIGH SCHOOL, MAKATI CITY.

FOR INFORMATION AND GUIDANCE.

RD FARNAZO

SENDER:


GONZALA D. AGUIRRE
Administrative Officer V
OIC-Administrative Division

B1/B2/ovt



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION

DepED Complex, Meralco Ave., Pasig City, Philippines



Tanggapang Pangalawang Kalihim
Office of the Undersecretary
Regional Operations

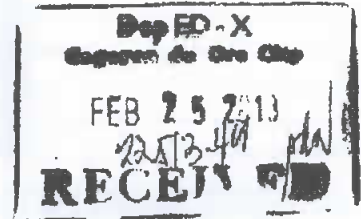
Direct line: 683-7203
Fax: (683) 68021
Email address: rdrivera@deped.gov.ph

8
RECEIVED
DATE: 2/21/13

21 February 2013

MEMORANDUM

To: Undersecretaries
Assistant Secretaries
Bureau/Center/Service Directors
Regional Directors
Schools Division Superintendents



This has reference to DepEd Memorandum No. 27, s. 2013 on the administration of the 2013 Schools Division Superintendents Examination also known as Educational Management Test (EMT) on Sunday, 07 April 2013 at the Fort Bonifacio High School, Makati City.

In this connection, attached herewith is the EMT application form, which shall be submitted to the Division Office not later than 15 March 2013, for evaluation. The Division Office shall then submit the list of qualified applicants with the duly validated documents to the Personnel Division, Central Office on or before 22 March 2013. Late submission shall no longer be accepted.

The list of qualified examinees and their respective room assignments shall be posted two (2) days before the date of the examination at the following venues: 1) DepED Central Office, 2) Examination venue, and 3) DepED website.

Participants should be in their respective rooms at least one (1) hour before the start of the examination. They must bring with them their examination permit/application receipt, identification card, pencils, erasers, and ballpen.

Please be guided accordingly.

RIZALINO D. RIVERA
Undersecretary



Republic of the Philippines
 Department of Education
 DepED Complex, Meralco Avenue, Pasig City

EDUCATIONAL MANAGEMENT TEST (EMT)
 (Superintendent's Examination)
 April 07, 2013

Photo recently taken
 within last six (6)
 months
 (Passport Size)
 Scanned/Digitally-
 imaged/Photocopied picture
 are not accepted.

A. Personal Information			
Name			
Supervisor			
Address			
Home Extension			
Place of Birth			
Present Position			
Date appointed			
Assignment			

B. Education				
Level	Degree	School/University	Inclusive Years	Academic Awards
College				
Graduate Studies				

C. Eligibility			
Name of Eligibility/Examination	Ratings	Date of Examination	Place of Examination

D. Other Information

- Have you ever been dismissed from any employment, forced to resign, or otherwise disciplined as a result of an administrative case? Yes No (If "Yes", state the nature of the charge and the penalty)

- Do you have any pending administrative or criminal case? Yes No (If "Yes", state the nature of the case and where it is pending)

- Have you ever been arrested, accused or convicted of any violation of law or ordinance before any court, or have you been charged with or tried for any breach or infraction of military, or police discipline before any tribunal or authority? Yes No (If "Yes", state the nature of the charge and the penalty)

- Have you taken the EMT before? Yes No (If "Yes", give the date)

APPLICATION RECEIPT

Received the application for the 2013 Educational Management Test (EMT).

Processor/Date Processed (Signature over printed name)	Signature	
	Applicant	
	Birthdate	
	Sex	
	Region/Div.	

O.R. No.: _____
 Date: _____

Photo recently taken
 within last six (6)
 months
 (Passport Size)
 Scanned/Digitally-
 imaged/Photocopied picture
 are not accepted.

This serves as examination permit

I HEREBY DECLARE UNDER THE PENALTIES OF PERJURY THAT THIS APPLICATION HAS BEEN ACCOMPLISHED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, IS A TRUE, CORRECT AND COMPLETE STATEMENT PURSUANT TO THE PROVISIONS OF PERTINENT LAWS, RULES AND REGULATIONS OF THE REPUBLIC OF THE PHILIPPINES.

Date

Applicant
(Signature over printed name)

SUBSCRIBED AND SWORN before me this ____ day of _____, 2013.

Administering Officer
(Signature over printed name)

Position/Office

Note: The administering officer may be one of the following: *Administrative Officer, any member of the judiciary, Legal Officer or the Head of Office.*

NOTICE TO APPLICANTS

1. The following documents shall accompany this form when filed:
 - a. Transcript of records;
 - b. Duly authenticated service records
 - c. Certified copies of performance ratings for the last two (2) semesters
 - d. Authenticated/Certified birth certificate
 - e. Certification/Report of Rating (Eligibility/Examination) from CESB/CSC; and
 - f. Three (3) photographs (passport size) taken not more than six (6) months before filing of application
2. Admission fee is two thousand pesos (Php 2,000.00) payable in cash or demand draft.
3. Accomplished application form shall be filed at the Division Office which shall evaluate the documents. The Division Office shall then submit the list of qualified applicants with the duly validated documents to the Personnel Division, Central Office on or before March 22, 2013. Late submission shall no longer be accepted.
4. Examinees shall be in the examination venue at least one (1) hour before the start of the examination.
5. For further inquiries, please contact Ms. Sonia R. De Leon, Officer-in-Charge of the Personnel Division, DepED Central Office at telephone numbers (02) 636-6546; 633-6682; or 633-9345.

Please bring the following on examination day:

1. Examination permit/application receipt
2. Blue/Black Ballpen/s
3. Lead pencil/s No. 2 and erasers
4. Valid identification (ID) cards