



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

April 27, 2026

Division Memorandum
No. 225 s. 2025

**ADDENDUM TO DIVISION MEMORANDUM NO. 221, s. 2026
(Re: Reiteration of the Guidelines on STE Program Admission and Related Processes
for the Incoming Grade 7 Learners for the SY 2026-2027.)**

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Education Program Supervisors
Public Schools District Supervisors
Principals Incharge of the Districts
Public and Private Secondary School Heads
All Others Concerned

1. In the selection process, strict adherence to the principles of fairness, equity, and inclusivity shall be observed. No learners shall be discriminated against on the basis of religion, race, ethnicity, or any other protected characteristic. All applicants shall be evaluated solely based on the prescribed admission criteria for the STE program.
2. All teachers and personnel involved in the conduct of STE admission process are entitled to service credits pursuant to DepEd Order No. 013, s. 2024, "Revised Guidelines on the Grant of Vacation Service Credits for Teachers" and CSC-DBM Joint circular No. 2, s. 2004 "Non-Monetary Remuneration for Overtime Services", whichever is appropriate and applicable.
3. Immediate dissemination of this Memorandum to all concerned is desired.

JAY S. MONTEALTO, EdD, CESO VI
Schools Division Superintendent

Department of Education Division of Dapitan City	
RELEASED	
No. <u>225</u>	Date: <u>4/26/26</u>
Time: <u>9:15</u>	By: <u>G.</u>



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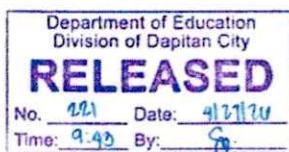
April 23, 2026

Division Memorandum
 No. 221 s. 2026

REITERATION OF THE GUIDELINES ON SCIENCE, TECHNOLOGY AND ENGINEERING (STE) PROGRAM ADMISSION AND RELATED PROCESSES FOR THE INCOMING GRADE 7 LEARNERS FOR THE SCHOOL YEAR 2026-2027

To: Assistant Schools Division Superintendent
 Chief Education Supervisors, CID & SGOD
 Education Program Supervisors
 Public Schools District Supervisors
 Principals Incharge of the Districts
 Public and Private Secondary School Heads
 All Others Concerned

1. The Department of Education issued DepEd Order No. 46, s. 2012 titled "*Policy Guidelines on the Implementation of the Special Curricular Programs at the Secondary level through offering the Science, Technology, and Engineering (STE) Program*". One of its trust is to produce quality learners in the field of Science and Technology, which envisions highly responsible, morally upright, globally competitive, and work ready learners, and to develop learners with the interest and aptitude for careers in or for higher learning in Science, Technology, and Engineering.
2. Relative thereto, the Schools Division Office, through the Curriculum Implementation Division (CID) reiterated the guidelines for incoming Grade 7 students enrolling in the STE Program for SY 2026-2027. (see attached Enclosure 1).
3. The deadlines for submission of applications, pre-screening, interviews and posting of results shall be set by Dapitan City National High School, the sole STE implementing school in the division of Dapitan City.
4. The admission examination shall be administered by the STE School under the supervision of the Education Program Supervisor incharge for the STE Program. The examination shall be conducted on May 7, 2026.
5. For queries, please contact the Chief of the Curriculum Implementation Division, or through the EPS for Science through email at bobbie.gurabot@deped.gov.ph, or mobile number 09499907636.
6. Immediate and wide dissemination of this Memorandum is desired.



JAY S. MONTEALTO, EdD, CESO VI
 Schools Division Superintendent



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Enclosure 1 of Division Memorandum No. 326, s. 2026

GUIDELINES ON ADMISSION, SCREENING, RETENTION, TRANSFER, CURRICULAR OFFERINGS AND TIME ALLOTMENT FOR INCOMING GRADE 7 LEARNERS IN THE SCIENCE, TECHNOLOGY AND ENGINEERING (STE) PROGRAM
 (DO 55, S. 2010, DO 010, S. 2024, DO 41, S. 2004, RM 368 S, 2022)

Rationale

The Schools Division Office, through the Curriculum Implementation Division reiterates the guidelines on the admission, screening, retention, transfer, curricular offerings, and time allotment of incoming Grade 7 applicants relative to the STE Program.

1. Admission Process

1.1. The School Selection Committee (SSC) shall be composed of the following:

- Chairman: School Head
- Members: Department Heads/Coordinators in English, Science and Mathematics/STE School Coordinator

The SSC of each receiving school shall check and evaluate the documents submitted by the applicant.

1.2. Selection shall be made in three stages facilitated by the admission committee and as follows:

Stage 1. Preliminary elimination (30%). The SCC evaluates the documents to assess the readiness/qualification of applicants to the STE program along with other basic requirements as follows:

- SF 9 (School Report Card)
- General average of 85% or above
- Grade rating of at least 85% in Science, Math, and English
- At least 83% in other subjects
- PSA Birth Certificate
- Certificate of Good Moral Conduct

Applicants will be eliminated if any of the requirements are not met.

Stage 2. Administration of Entrance Written Test . The admission examination shall be administered by the STE School under the supervision of the EPS incharge for the STE Program. The equivalent score for the Written test is 50%.

Stage 3. Oral Interview and Reading Skills. To be administered by the admission committee. The equivalent score for Oral Interview and Reading Skills is 20%.



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Sample Computation:

Applicant Number	Sex	Written Test (50%)		Report Card Rating (30%)		Interview and Reading Test (20%)		Total	RANK
		Score	50%	Rating	30%	Score	20%		
303005	F	46	38.33	89	26.7	17	17	82.03	3
303010	M	58	48.33	97	29.1	19	19	96.43	2
303112	M	60	50	99	29.7	20	20	99.70	1

Stage 4. Ranking of Qualified Applicants. The first 35 applicants will be admitted to the STE Program. If qualified applicants withdraw from the list of qualified applicants, the next higher in rank shall be given the slot for enrollment.

2. Retention to the STE Program

2.1 A student must obtain a final grade of at least 85% in Science, Mathematics, English, and Research and at least 83% in all other subject areas without a grade below 80% in any learning areas in every grading period.

2.2 A student shall be on probation for a period of one school year should a learner fail to meet the required grades for any subject. If a student fails to meet the required grades after the probation period, he/she shall be transferred and accepted automatically to a regular curricular program in the next school year. Probationary is only given once.

2.3 A waiver shall be executed by the learner or parent in its honest intention should the learner express to withdraw from the program after through deliberation.

2.4 Transferees from the program shall be accepted to other STE implementing schools, provided the school's principal of origin recommends the learner.

3. Transfer of Students.

3.1 A student from the STE Program shall be allowed to transfer to a regular curricular program with a valid reason.

3.2 A student from a regular curricular program shall not be allowed to transfer to the Science, Technology, and Engineering (STE) Program.

4. Subject Offerings

The Revised K to 12 Curriculum shall be followed using the same learning areas with enhanced time allotment (*RM 368, s. 2022*) pending finalization of the STE Program implementation and guidelines of the Central Office.