



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

March 5, 2025

DIVISION MEMORANDUM

No. 125 s. 2025

**GUIDELINES IN EVALUATING GRADE 1 APPLICANTS OF THE SPECIAL
SCIENCE ELEMENTARY SCHOOLS (SSES) PROGRAM
FOR THE SCHOOL YEAR 2025-2026**

To: Assistant Schools Division Superintendent
Division Chiefs
All Public Schools District Supervisors
All SSES Implementing School Heads
All Others Concerned

1. The Schools Division of Bulacan announces the schedule of the admission and screening of Grade 1 applicants of the Special Science Elementary Schools (SSES) Program for School Year 2025-2026. The admission test for the SSES shall be administered in all implementing schools on March 28, 2025, from 8:00 A.M. to 12:00 noon, while the interview of those who will pass the test is scheduled in the afternoon, from 1:00 PM to 4:00 PM, on March 31 to April 4, 2025.
2. Interested Kindergarten learners who are enrolled in public and private schools may submit the documentary requirements to the school heads of SSES implementing schools for initial screening and evaluation.
3. The Special Science Elementary Schools is a part of the Special Program for Science, Technology, and Engineering (SPSTEM) that aims to:
 - a. provide a learning environment to the gifted and talented ones through special Mathematics and Science curricula that recognize multiple intelligences geared toward the development of God-loving, globally competitive, nationalistic, creative, ecologically aware, scientifically and technologically oriented, and skilled learners who are empowered through lifelong learning skills;
 - b. support the gifted and talented learners with avenues, opportunities, and exposures for developing necessary skills and aptitudes;
 - c. capacitate school heads and teachers in implementing and managing SSES schools; and,
 - d. develop SSES program implementers that will serve as models for both the regular schools and SPED centers.
4. Listed below are the 61 elementary schools that are recognized SSES implementers producing SSES graduates who are encouraged to pursue the Science Technology and Engineering (STE) Program in junior high school and Science Technology Engineering and Mathematics (STEM) strand in senior high school. To wit:

No	Name of SSES Implementer	School Address	Municipality	District
1	Matias A. Fernando Memorial School	Angat, Bulacan	Angat	Angat
2	Francisco F. Illescas ES	Binagbag, Angat, Bulacan	Angat	Angat



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3	Balagtas Central School	Wawa, Balagtas, Bulacan	Balagtas	Balagtas
4	Cong. Erasmo R. Cruz Memorial CS	Wakas, Bocaue, Bulacan	Bocaue	Bocaue
5	Lolomboy ES	Morales St., Lolomboy, Bocaue, Bulacan	Bocaue	Bocaue
6	Northville ES	Northville V Resettlement Site, Batia, Bocaue, Bulacan	Bocaue	Bocaue
7	Taal ES	E. Eusebio St. Taal Bocaue Bulacan	Bocaue	Bocaue
8	St. Martha ES	St. Martha Estate Homes, Batia, Bocaue, Bulacan	Bocaue	Bocaue
9	Gen. Gregorio del Pilar Integrated School	Sta. Ana, Bulacan, Bulacan	Bulacan	Bulacan
10	Bambang ES	Bambang, Bulacan, Bulacan	Bulacan	Bulacan
11	Bonga Menor ES	Purok 4, Bonga Menor, Bustos, Bulacan	Bustos	Bustos
12	Bustos ES	Poblacion, Bustos, Bulacan	Bustos	Bustos
13	Liciada ES	Purok 4 Liciada, Bustos, Bulacan	Bustos	Bustos
14	F. Mendoza Memorial ES	Fajardo St. Poblacion, Calumpit, Bulacan	Calumpit	Calumpit North
15	San Marcos ES	San Marcos, Calumpit, Bulacan	Calumpit	Calumpit North
16	Calumpit Central School	Serrano St. Brgy. Corazon, Calumpit, Bulacan	Calumpit	Calumpit South
17	Guiguinto Central School	Poblacion, Guiguinto, Bulacan	Guiguinto	Guiguinto
18	Malis ES	Malis, Guiguinto, Bulacan	Guiguinto	Guiguinto
19	Sta. Rita Elementary School	El Canto, Sta Rita, Guiguinto, Bulacan	Guiguinto	Guiguinto
20	Hagonoy East Central School	Poblacion, Sto Nino, Hagonoy, Bulacan	Hagonoy	Hagonoy East
21	Hangga ES	San Pedro, Hagonoy, Bulacan	Hagonoy	Hagonoy East
22	San Pascual ES	Zone 2 San Pascual, Hagonoy Bulacan	Hagonoy	Hagonoy West



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23	Hagonoy West Central School	Zone 3 Sto. Rosario Hagonoy Bulacan 3002	Hagonoy	Hagonoy West
24	Marilao Central School	Sandico St. Poblacion I, Marilao, Bulacan	Marilao	Marilao North
25	Prenza ES	Prenza I, Marilao, Bulacan	Marilao	Marilao South
26	Timoteo Policarpio Memorial ES	Norzagaray, Bulacan	Norzagaray	Norzagaray East
27	Norzagaray ES	A. Payumo St., Poblacion, Norzagaray, Bulacan	Norzagaray	Norzagaray West
28	Obando Central School	JP Rizal St. Paliwas, Obando, Bulacan	Obando	Obando
29	Paco Elementary School	Paco, Obando, Bulacan	Obando	Obando
30	San Pascual Elementary School	San Pascual, Obando, Bulacan	Obando	Obando
31	Bunsuran ES	Bunsuran, Pandi, Bulacan	Pandi	Pandi South
32	Paombong Central School	San Roque, Paombong, Bulacan	Paombong	Paombong
33	Banga ES	Banga 2nd, Plaridel, Bulacan	Plaridel	Plaridel
34	Plaridel ES	J. Garcia St., Poblacion, Plaridel, Bulacan	Plaridel	Plaridel
35	Pulilan Central School	Poblacion Pulilan Bulacan	Pulilan	Pulilan
36	Segundo Esguerra Sr. Memorial ES	Dampol 2nd A Pulilan Bulacan	Pulilan	Pulilan
37	Inaon IS	Inaon Pulilan Bulacan	Pulilan	Pulilan
38	Sto. Cristo ES	Sto. Cristo Pulilan Bulacan	Pulilan	Pulilan
39	Balatong ES	Balatong A, Pulilan Bulacan	Pulilan	Pulilan
40	San Ildefonso ES	E. Viudez St., Poblacion, San Ildefonso, Bulacan	San Ildefonso	San Ildefonso North
41	Anyatam ES	Cagayan Valley Road, Anyatam, San Ildefonso, Bulacan	San Ildefonso	San Ildefonso North
42	Pinaod Central School	Bagong Barrio St., Pinaod, San Ildefonso, Bulacan	San Ildefonso	San Ildefonso South



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43	Malipampang ES	Malipampang, San Ildefonso, Bulacan	San Ildefonso	San Ildefonso South
44	Tartaro ES	Tartaro, San Miguel, Bulacan	San Miguel	San Miguel Central
45	San Miguel North Central School	Camias, San Miguel, Bulacan	San Miguel	San Miguel North
46	San Miguel ES	Victor St., Poblacion San Miguel, Bulacan	San Miguel	San Miguel South
47	Don Felix de Leon Memorial School	San Agustin, San Miguel, Bulacan	San Miguel	San Miguel South
48	San Rafael CS	Libis, San Rafael, Bulacan	San Rafael	San Rafael East
49	Caingin ES	Caingin, San Rafael, Bulacan	San Rafael	San Rafael East
50	Maguinao ES	Maguinao, San Rafael, Bulacan	San Rafael	San Rafael West
51	San Roque ES	San Roque, San Rafael, Bulacan	San Rafael	San Rafael West
52	Sta. Maria Central Sch.	Poblacion, Santa. Maria, Bulacan	Santa Maria	Sta Maria Central
53	Sta. Cruz ES	Sta. Cruz, Santa Maria, Bulacan	Santa Maria	Sta Maria Central
54	MM Cruz Memorial School	Bulac, Sta. Maria, Bulacan	Santa Maria	Sta Maria Central
55	Sta. Clara ES	Sta Clara, Sta Maria, Bulacan	Santa Maria	Sta Maria Central
56	JJ Serapio ES	Central, Catmon, Santa Maria, Bulacan	Santa Maria	Sta Maria Central
57	Guyong ES	Centro St. Guyong, Santa Maria, Bulacan	Santa Maria	Sta Maria Central
58	Parada ES	Parada, Santa Maria, Bulacan	Santa Maria	Sta Maria East
59	San Vicente Gulod ES	San Vicente Gulod, Santa Maria	Santa Maria	Sta Maria East
60	Cornelia M. de Jesus Memorial Central School	Km. 38 Pulong Buhangin, Sta. Maria, Bulacan	Santa Maria	Sta Maria West
61	Caypombo ES	M. Sapa Road, Cay Pombo Sta. Maria Bulacan	Santa Maria	Sta Maria West

5. To qualify in the selection process, the Grade 1 applicants must meet the following requirements. He/she must be:

- a. 6 years old as of August 31, 2025
- b. consistent in the manifestation of competence in language and communication, and numeracy;



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- c. of good moral character; and
 - d. in good health and fit to undergo a rigorous academic program.
6. Relative to item #5, the following documentary requirements shall be submitted. These are:
- a. Certified true copy of the Kindergarten report card by the School Head;
 - b. Health Declaration Form (see Enclosure 2)
7. The school selection committee (SSC) shall be composed of the following:
- Chairperson: School Head
Members: Grade 1 Teachers
Working Committee: Room Examiner, Correctors, and Encoders
8. The admission committee of the SSES implementer shall carefully check and evaluate the documents submitted by the kindergarten advisers of the applicants. An applicant who does not comply with the documentary requirements shall not be allowed to take the qualifying test.
9. The number of qualified test takers shall be the basis for determining the number of enrollees in the SSES program based on the existing number of section/s for the incoming School Year 2025-2026.
- 1 section (35 learners) = 75 or more applicants
10. The following steps in evaluating SSES applicants shall be observed:
- a. The submission of all documentary requirements to the school committee shall be done on or before March 25, 2023. The SSES Program implementer, as much as possible, shall conduct an orientation for the parents of the applicants prior to the conduct of the admission test. The school shall inform them of the schedule of the orientation.
 - b. The descriptive marks on language and communication, and numeracy shall be used as entry requirements along with the other necessary documents stated in item #6. The templates in Enclosure No. 3 shall be used in consolidating the academic record of the applicants.
 - c. The screening process shall involve the pre-screening (checking of the authenticity and veracity of the submitted documents; conduct of the admission test; and interview of the prospective takers).
 - d. The total score of each applicant in the Admission Test in English, Filipino, and Mathematics shall be the basis for the list of qualifiers for the interview phase of the screening process.
 - e. The school through the school head shall strictly implement the minimum health standards based on the issuance of the Inter-Agency Task Force (IATF).
 - f. The school Science Coordinator shall prepare the reports relative to the screening of the applicants.
 - g. The respective scores of the applicant in English, Math, and Science shall be added to obtain the total score. The template in Enclosure No. 4 shall be used as reference.
 - h. The applicants who obtain a total score of at least 24 shall qualify for the next phase of the selection which is the face-to-face interview. The top 35



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applicants will be selected for the Grade 1 SSES class. The template in Enclosure No. 4 shall be used in the ranking of the qualifiers.

- i. The hard copy of the complete list of the ranked applicants with the signatures of the Screening/Selection Committee shall be submitted to the Schools Division Office while the digital copy shall be uploaded to a Google drive, the link of which will be shared in the SSES Implementers Schools Heads group messaging, on or before April 15, 2025.
11. The qualifying test, interview questionnaire, and digital templates of the report can be accessed in the given URL link,
https://depdphmy.sharepoint.com/:f/g/personal/charito_laggui_dep_gov_ph/Era4bjusLNZJkH5ReJ_HYKMB9mbk2BqhBuO7Y3gT_m6VlQ?e=Yi3XL0.
12. Expenses to be incurred in the conduct of this activity shall be charged to the school's Maintenance and Other Operating Expenses (MOOE) subject to the usual accounting and auditing rules and regulations.
13. Wide and immediate dissemination of this memorandum is earnestly desired.


NORMA P. ESTEBAN, EdD, CESO V
Schools Division Superintendent

Encls.: as stated

Reference: DepEd Order No. 57, s. 2011



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Enclosure No. 1 to Division Memorandum No. 125 s. 2025

**GUIDELINES IN DETERMINING GRADE 1 LEARNERS WHO ARE QUALIFIED TO
ENROLL IN SPECIAL SCIENCE ELEMENTARY SCHOOLS (SSES) PROGRAM
FOR THE SCHOOL YEAR 2025-2026**

A. Responsibilities of the School Testing Coordinator

1. Orients all the members of the screening composite team including the room examiners, correctors, and encoders as instructed by the school head/principal about the minimum health and safety standards based on the issuance of Inter-Agency Task Force (IATF).
2. Submits to the Division Testing Coordinator the exact number of takers in their school two weeks before the conduct of the test. The official list shall be endorsed by the school head/principal as the chair of the school selection committee.
3. Collects and returns the test materials in good condition and properly packed to the Division Testing Coordinator one day after the test.
4. Assigns room examiners, correctors, and encoders who are competent teachers.
5. Prepares the list of examinees by twenty-five (25) for every testing room and posts it in their assigned room.
6. Assigns testing rooms and leads in the arrangement of the chairs for the twenty-five (25) examinees. The school shall strategize the classroom structuring of the testing room to accommodate the examinees and ensure physical distancing.
7. Assigns one room intended for the orientation of the room examiners and another room intended for the correctors who will check the answer sheets of the examinees. The school may adapt available software applications in the checking of the answer sheets, if possible. A validation shall come after the checking to ensure the correctness of the checking process employed by the school.
8. Orients the room examiner, correctors, and encoders on the guidelines relative to the admission test a week before the schedule of the admission test.
9. Counts all packs of test booklets/test questionnaires before releasing them to each room examiner. Each pack contains twenty-five (25) sets of test questionnaires.
10. Supervise the conduct of the test.
11. Prepares the test results following the attached format with the help of the encoders and gives it to the monitoring Division Education Program Supervisor /representative.
12. Facilitates the finalization of the results of the test and prepares the reports. The accomplished documents shall be endorsed by the school head to the division office on or before **April 15, 2025**.



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B. Responsibilities of the Room Examiner

1. Obtains and counts the number of test questionnaires received from the School Testing Coordinator before proceeding to his/her assigned testing room.
2. Reports any discrepancy to the School Testing Coordinator for immediate action. In case of a discrepancy in the test questionnaires, the room examiner should ask for an extra copy of the test questionnaires.
3. Checks if the examinees have the necessary materials needed in the test such as pencil/ball pen, answer sheets, and blank sheets of paper.
4. Informs the examinees that the test is composed of three (3) subjects and the number of items in this order: Math (20 items), English (10 items), and Filipino (10 items), with a time allotment of sixty (60) minutes in all subjects.
5. Instructs the examinees that the test will start at exactly 8:00 AM. The schedule of activities shall be prepared ahead of time and shall be posted on the board.
6. Gathers the used test questionnaires first. Arranges and packs them properly.
7. Collects and gives the answer sheets to the assigned correctors after the admission test.
8. Returns all the test booklets to the School Testing Coordinator after the test.

C. Responsibilities of the Corrector

1. Obtains the answer sheets to the examinees from the room examiners when the test for each subject is finished.
2. Exchanges corrected answer sheets with co-correctors for checking and recounting the correct answers. The school may use an application to check the answer sheets if needed.
3. Affixes his/her initial on the right side of the score.
4. Provides the corrected and rechecked answer sheets to the School Testing Coordinator.

D. Responsibilities of the Encoder

1. Prepares a list of examinees alphabetically following the prescribed format.
2. Encodes the scores of each examinee in three subjects using the prescribed format.
3. Proofreads and rechecks the entries in the document.
4. Consolidates the ranking of the examinees using the prescribed format.
5. Provides soft and hard copies to the School Testing Coordinator for rechecking and affixing of signature. These should be submitted to the monitoring Division Education Supervisor/representative.