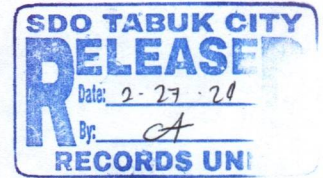




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF TABUK CITY



February 27, 2024

DIVISION MEMORANDUM

No. 74 s. 2024

To: PUBLIC SCHOOLS DISTRICT SUPERVISORS
SCHOOL HEADS (ELEMENTARY AND SECONDARY)
ALL OTHERS CONCERNED

**ADMINISTRATION OF THE FISCAL YEAR 2023 NATIONAL
QUALIFYING EXAMINATION FOR SCHOOL HEADS
(NQESH 2023)**

1. Aspiring school heads, **regardless of their current positions**, are qualified to apply as takers of the NQESH, provided that the applicants **meet the qualification requirements** and **has acquired any of the following experience requirements as of February 28, 2023**, consistent with DO 39, s. 2007 (Modified Qualification Standards for the Position of Head Teachers and Principals) and DO 41, s. 2016:
 - a. One year as Head Teacher, or
 - b. Two years as Master Teacher, or
 - c. Two years as Teacher-in-Charge (TIC), or
 - d. Teaching experience for five (5) years as follows:
 - i. Teacher III or other teacher positions with same salary grade; or
 - ii. Incumbent public school teacher who has managerial and supervisory experience in a DepEd recognized private institution or Commission on Higher Education (CHED) recognized higher education institution.
 - e. Aggregate experience as Head Teacher, TIC, Master Teacher, and Teacher III
2. The following order of priority for consideration in the selection of the final list of examinees shall be as follows:
 - a. Head Teacher for at least one year in a public elementary or secondary school as of February 28, 2023,
 - b. Assistant School Principal without NQESH eligibility,
 - c. Incumbent Officer In-charge (OIC)/TIC for at least two years as of February 28, 2023, or
 - d. Master Teacher for at least two (2) years as of February 28, 2023



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3. **2021 NQESH Takers who belong to Category B shall no longer take the examination.** Upon completion of their coaching and mentoring session, they will undergo an evaluation and certification process by the National Education Academy of the Philippines (NEAP) while **2021 NQESH Takers who belong to Category C shall NOT be allowed to take the test this year** and are encouraged to undergo professional development intervention. Guidelines from NEAP will be issued for this purpose.
4. To be able for SDO Tabuk City Evaluator to generate a master list of Qualified Applicants and to have a reference in prioritizing the review of applications, all aspiring school heads are required to register online to this link: **<https://bit.ly/2023NQESHApplication> on or before March 1, 2024.** Prepare pdf file of your latest Service Records prior to online registration.
5. Immediate dissemination of this memorandum is desired.


BENEDICTA B. GAMATERO PhD, CESO V
Schools Division Superintendent 



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