Republic of the Philippines
Department of Education
REGION I

DEPARTMENT OF EDUCATION
RECORDS SECTION, REGIONAL OFFICE NO. 1
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REGIONAL MEMORANDUM
No. 1453 s. 2026

DISSEMINATION, INTERPRETATION, AND UTILIZATION OF THE 2025 COMPUTER-BASED NATIONAL CAREER ASSESSMENT EXAMINATION (CB-NCAE) CERTIFICATES OF RATING

To: Schools Division Superintendents

1. Relative to BEA Advisory No. 027, s. 2026, this Office disseminates the implementing guidelines on the dissemination, interpretation, and utilization of the 2025 Computer-Based National Career Assessment Examination (CB-NCAE) Certificates of Rating (CORs).

2. All concerned are directed to ensure the following:
   a. proper and timely distribution of CORs to learners through the respective Schools Division Offices and schools;
   b. appropriate interpretation and utilization of assessment results for career guidance, counseling, and educational planning;
   c. strict observance of data privacy and confidentiality in handling learners' assessment results; and
   d. submission of requests for correction of learners' information, when necessary, following the prescribed procedures and timeline.

3. An online orientation on the implementing guidelines shall be conducted on November 20, 2026, from 9:00 a.m. to 12:00 noon. All concerned Division Testing Coordinators and other designated personnel are enjoined to participate in the orientation.

4. The complete guidelines, procedures, prescribed forms, and other pertinent details are provided in the attached **BEA Advisory No. 027, s. 2026**.

5. For clarification and other concerns, please coordinate with the Curriculum and Learning Management Division (CLMD), DepEd Regional Office I through telephone number (072) 682-2324 local 120 and email at clmd.region1@deped.gov.ph

6. For information and guidance.

ESTELA P. LEON-CARIÑO, EdD, CESO III
Director IV/Regional Director

Encl.: None
Reference: BEA Advisory No. 27, s. 2026

To be included in the Perpetual Index
Under the following subject

EXAMINATIONS

DepEd RO1 Documan
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CLMD/magd/RM_CBNCAE
November 3, 2026

Republic of the Philippines
Department of Education
BUREAU OF EDUCATION ASSESSMENT

Office of the Director

Advisory No. 027, s. 2026

ADVISORY

Implementing Guidelines on the Dissemination, Interpretation, and Utilization of the 2025 Computer-Based National Career Assessment Examination Certificate of Ratings

Relative to the concluded administration of the **2025 Computer-Based National Career Assessment Examination (CB-NCAE)** from December 2025 to February 2026, pursuant to DepEd Memorandum No. 108, s. 2025, titled *Administration of the Computer-Based National Career Assessment Examination for School Year 2025-2026*, the following guidelines are provided to establish standardized, secure, and systematic procedures for the dissemination, interpretation, and utilization of the CB-NCAE Certificate of Rating (COR).

I. Roles and Responsibilities of Key Personnel

The **Regional Testing Coordinators (RTC)** shall disseminate the CORs to their respective Schools Division Offices (SDOs).

The **Division Testing Coordinator (DTC)** shall disseminate the CORs to their respective schools. They shall verify received COR files against actual test takers per school and must oversee the distribution flow to public and participating private schools.

The **School Head** shall authorize the secure printing of CORs at the school level.

The **Guidance Counselor / Designated Career Advocate** shall lead individual or group career counseling sessions based on COR results and shall facilitate the Senior High School (SHS) track selection interpretation.

II. Modes of Dissemination

1. This Bureau shall disseminate a dedicated link for each region which contains folders organized by their respective SDOs.

2. The RTCs and DTCs shall share these folders strictly with their respective SDOs and schools to ensure the privacy and security of the learners' personal information in the Certificates of Rating (CORs).

3. In the event that a school cannot find a learner's COR in its designated folder, a separate folder named **"Profile for Verification"** contains the

2/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City 1600
Telephone No.: (02) 8631-6921 (Telefax); 8631-2588; 8631-2589; 8631-2571; 8631-2591
Email Address: bea.od@deped.gov.ph; bea.ead@deped.gov.ph; bea.erd@deped.gov.ph
DepEd Philippines @depedphilippines @DepEd_PH www.deped.gov.ph

CORs of learners whose encoded information does not match the Learner Information System (LIS). Should corrections be necessary, a separate section below outlines the procedure for updating learner information.

4. Note that the Bureau executes the dissemination of CORs in batches, corresponding to the batch harvesting of test assessment data. In the event that additional CORs are processed in subsequent system batches, this Bureau shall notify the Regional Office concerned once the updated files are available in the designated drives.

III. Data Interpretation

The CB-NCAE is designed to provide comprehensive career guidance to individual learners, assisting them in making informed choices for their future educational and occupational pathways. Furthermore, it serves as an objective basis for profiling learners' aptitudes across specific domains.

The assessment covers the following primary domains:

1. **General Scholastic Aptitude (GSA):** Which measures the learner's cognitive abilities and academic aptitude across key foundational areas, including:
    - Abstract Reasoning
    - Logical Reasoning
    - Mechanical Reasoning
    - Numerical Reasoning
    - Spatial Reasoning
    - Verbal Reasoning (English and Filipino)

2. **Career and Occupational Roles Explorer (CORE):** An inventory of occupational interests designed to assess inclinations and preferences for holistic career counseling. It is divided into two modules:
    - **CORE-A (Thurstone Model):** Assesses vocational interests and specific career orientation domains.
    - **CORE-B (Holland's RIASEC Model):** Evaluates personality types and work environment preferences.

SDO Personnel, School Heads, Guidance Counselors, and Designated Career Advocates shall refer to the **2025 CB-NCAE Interpretation Manual** attached to this Advisory as the official reference for analyzing and interpreting the COR.

IV. Certificate of Rating (COR) Utilization

The results reflected in the CB-NCAE COR serve as a diagnostic tool for career counseling, academic track planning, and institutional policy design. The COR shall be utilized strictly for guidance, development, and administrative support, subject to the following functional applications:

1. **Learner-Level Application for Career Guidance and Track Alignment**
   - These results shall be used by the learners as reference in identifying their academic strengths and vocational inclinations prior to entering SHS.
   - The results shall serve as a developmental reference for learners, parents, and career advocates in choosing appropriate Strengthened-Senior High School tracks, such as Academic Track and Technical-Professional Tracks, that align with the learners' General Scholastic Aptitude and occupational interest profiles under CORE-A and CORE-B.

2. **School-Level Application for Instructional and Programmatic Support**
   - Results shall help School Heads and Department Heads identify domain-specific strengths and learning gaps in areas such as Numerical, Verbal, Logical, and Spatial Reasoning to inform school-level instructional interventions.
   - Results shall also provide empirical data to tailor school-based career advocacy activities, career expos, and counseling modules according to the dominant interest profiles of the student body.

3. **Division and Regional Level Application for Policy and Resource Allocation**
   - Results shall serve as baseline data for Schools Division Offices and Regional Offices in evaluating regional workforce demands against student career inclinations when expanding or opening new SHS program offerings.

The CB-NCAE COR is an orientational and advisory assessment tool. It shall not be used as a sole basis or restrictive requirement for school admission, grade retention, or denying a student enrollment in their preferred SHS track.

V. Re-issuance and Correction Protocol

To ensure the accuracy and validity of the CB-NCAE rating records, all requests for correction of typographical errors or profile discrepancies must be filed, verified, and resolved **prior to the official printing and release of the COR** in accordance with the following guidelines:

1. The **School Testing Coordinator (STC)** shall consolidate all updated learner information requiring correction in the released CORs using the official excel template **Form A** through this link: **https://tinyurl.com/32956fbv**.

2. Upon verifying and validating the learner information against official school records (e.g., LIS, SF10/Form 137, or PSA Birth Certificate), the STC shall submit the accomplished Form A to their respective DTC.

3. The DTC shall review and consolidate the requests to ensure completeness and prevent duplicate submissions before endorsing them to BEA.

4. The DTC shall submit the accomplished and consolidated Form A through this link: **https://forms.gle/agSPpX6ijakqsD7S9 on or before November 27, 2026**. **Only one (1) consolidated submission shall be made on behalf of the division to avoid duplicate entries and ensure consistency in the submitted data**.

5. Upon receiving the submitted requests, this Bureau shall audit the data, update the central repository, re-generate the corrected digital CORs, and upload them directly to the designated SDO drive folders under the "**Profile Corrected**" folder.

6. Upon receipt of the updated database records from BEA, the SDO shall upload the corrected CORs to the designated regional/division folders and notify the school for the printing and official release of the corrected CORs to the learners.

VI. Printing and Release of Certificate of Rating (COR)

- The School Head shall ensure the secure printing and proper distribution of the CB-NCAE CORs. The STC shall verify each COR against official school records before printing to ensure accuracy of learner information and results.

- Printed CORs shall be released individually to respective learners or parents/guardians through authorized school personnel. Schools shall maintain the confidentiality of assessment results and ensure that CORs are not publicly posted, disclosed, or distributed to unauthorized individuals.

- For learners whose CORs contain discrepancies or are not available in the designated folder, the school shall follow the prescribed verification and correction procedure before printing and release, as stipulated in Section V of this Advisory.

- The Basic Education Curriculum (BEC) Program Support Funds (PSF) shall be utilized to cover the printing expenses of the CORs. The BEC PSF for the administration of CB-NCAE has already been downloaded to the field offices. Pertinent documents regarding the PSF may be accessed through this link: **https://tinyurl.com/PSFfortheFieldOffices**. In addition to printing expenses, the PSF may be used for other administrative purposes stipulated in the guidelines. **The PSF shall remain valid for obligation and disbursement until December 31, 2026**.

VII. Virtual Orientation

A virtual orientation to discuss this guideline shall be held with the following details shown below:

Date | Day	Time	Meeting Information
November 20, 2026 (Friday)	9:00am to 12:00nn	**https://tinyurl.com/urfje69h** Meeting ID: 421 654 445 298 026 Passcode: 86Kp6bL7

All ROs, SDOs, and schools are reminded to handle the data with utmost confidentiality in accordance with Republic Act No. 10173, otherwise known as the Data Privacy Act of 2012, and DepEd Order No. 91, s. 2009, titled *"Prescribing Guidelines and Requirements Regulating the Use of National Examination Results."*

For more information, contact BEA-EAD at (02) 8631-2589 or **bea.ead@deped.gov.ph**.

Immediate dissemination and compliance with this Advisory are hereby directed.

KEVIN CARL P. SANTOS, PhD
Director IV

COMPUTER-BASED NATIONAL CAREER ASSESSMENT EXAMINATION (CB-NCAE)
SY 2025-2026

List of Learners with Correction in the Personal Information

Certificate ID *(see Reminder sheet)*	Learner Reference Number (LRN) *(must be 12 digits)*	GIVEN NAME	MIDDLE INITIAL	SURNAME	GENDER	REGION *(Use dropdown option)*	DIVISION *(Use dropdown option)*	SCHOOL ID *(must be 6 digits)*	NAME OF SCHOOL
123	306146579812	JUAN	D	DELA CRUZ	MALE	NCR	MARIKINA CITY	306145	STO. NIÑO ELEMENTARY SCHOOL

Certificate ID *(see Reminder sheet)*	Learner Reference Number (LRN) *(must be 12 digits)*	GIVEN NAME	MIDDLE INITIAL	SURNAME	GENDER	REGION *(Use dropdown option)*	DIVISION *(Use dropdown option)*	SCHOOL ID *(must be 6 digits)*	NAME OF SCHOOL

** Add row above if necessary*

Prepared by:

_____

Name and Signature