



Republic of the Philippines
Department of Education

04 OCT 2013

DepEd MEMORANDUM
No. **185**, s. 2013

**ADMINISTRATION OF THE QUALIFYING EXAMINATION IN ARABIC LANGUAGE
AND ISLAMIC STUDIES (QEALIS)**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers and Heads of Units
Regional Directors
Schools Division/City Superintendents
Heads, Public Elementary and Secondary Schools
All Others Concerned

1. The Department of Education (DepEd), through the National Education Testing and Research Center (NETRC) and the Office of Madrasah Education (OME), will administer the **Qualifying Examination in Arabic Language and Islamic Studies (QEALIS)** on October 13, 2013 in selected testing centers nationwide. Three thousand five hundred (3,500) examinee-applicants will be accepted on a *first-come, first-served basis*. The distribution of the number of examinees by region is detailed in the enclosure.
2. The Division Arabic Language and Islamic Values Education (ALIVE) Coordinator (DAC) shall assess the documents submitted by each applicant, and then he/she shall submit the list of qualified applicants, together with the signed Admission Slip with picture, to the Regional ALIVE Coordinator.
3. The Regional ALIVE Coordinator shall submit the consolidated list of qualified applicants by division, together with the signed Admission Slips, to the Office of Madrasah Education (OME), DepEd Central Office at the 5th Floor, Room 504 Bonifacio Bldg., DepEd Complex, Meralco Avenue, Pasig City.
4. Then, the OME shall prepare the list of examinees by testing center by region, which shall be forwarded to the NETRC.
5. In connection to this activity, the NETRC, in partnership with OME, shall conduct the **National Orientation on the Administration of the QEALIS** on **October 7, 2013** at the Tagaytay International Convention Center (TICC), Tagaytay City. This activity aims to update information and to resolve issues/concerns on test administration. Orientation proper will start at exactly 8:00 a.m. Participants can be accommodated in the afternoon before the scheduled orientation.
6. The following topics shall be discussed in the said Orientation:
 - a. Proper conduct/administration of the test;
 - b. Standard procedure in test administration;
 - c. Security of test materials, delivery, and retrieval scheme;
 - d. Allocation of test materials;
 - e. Information derived from the individual Certificate of Rating (COR); and
 - f. Financial matters relative to test administration.

7. Authorized to attend the activity are the Division ALIVE Coordinators (DACs) and Division Testing Coordinators (DTCs), with a minimum of 20 applicants for the QEALIS, where the testing center is located.
8. Each examinee shall be issued a Certificate of Rating (COR), which contains the actual rating by subject area, after the examination date. The COR will reflect the examinee's competence in the two subject areas.
9. The DTC will serve as chief examiner, while the education supervisors and master teachers as room examiners. The ALIVE Coordinator shall serve as room supervisor where the testing center is located.
10. Traveling and other allowable expenses relative to the conduct of the orientation and actual conduct of the QEALIS shall be charged to Madrasah Education Funds, subject to the usual accounting and auditing rules and regulations.
11. For more information, all concerned may contact the **Office of Madrasah Education (OME)** at telephone nos.: (02) 635-5669 and telefax no.: (02) 634-2924.
12. Immediate dissemination of this Memorandum is desired.


BR. ARMIN A. LUISTRO FSC
Secretary

References:

DepEd Memorandum No.: 45 and 85, s. 2013

To be indicated in the Perpetual Index
under the following subjects:

EXAMINATION
LANGUAGE
QUALIFICATION
RATINGS
TEACHERS