



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

March 3, 2021

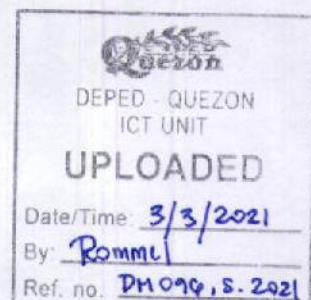
DIVISION MEMORANDUM
DM No. 096, s. 2021

PRESENTATION PORTFOLIO ASSESSMENT FOR ALS ELEMENTARY AND JUNIOR HIGH SCHOOL PROGRAM COMPLETERS OF SY 2019-2020 AND PREVIOUS YEARS

To: OIC – Assistant Schools Division Superintendents, Public Schools District Supervisors, Public Elementary and Secondary School Heads and All Others Concerned

1. Attached herewith is DM-OUCI-2021-049 titled Presentation Portfolio Assessment for ALS Elementary and Junior High School Program Completers of SY 2019-2020 and Previous Years for your guidance and reference.
2. Immediate dissemination of this Memorandum is desired.

ELIAS A. ALICAYA, JR, Ed.D.
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



cid/ims/fsw/dmbd/03/03/2021

DEPEDQUEZON-TM-SDS-04-009-003



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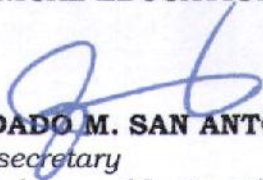



Republic of the Philippines

Department of Education
UNDERSECRETARY FOR CURRICULUM AND INSTRUCTION

JOINT MEMORANDUM
DM-OUCI-2021-049

TO : **REGIONAL DIRECTORS**
MINISTER OF BASIC EDUCATION, HIGHER AND
TECHNICAL EDUCATION - BARMM

FROM : 
DIOSDADO M. SAN ANTONIO
Undersecretary
Curriculum and Instruction


G.H. S. AMBAT^{SL24Feb2021}
Assistant Secretary
Alternative Learning System

SUBJECT : **PRESENTATION PORTFOLIO ASSESSMENT FOR**
ALS ELEMENTARY AND JUNIOR HIGH SCHOOL
PROGRAM COMPLETERS OF SY 2019-2020 AND
PREVIOUS YEARS

DATE : **February 24, 2021**

1. This has reference to the Advisory issued by the Office of the Assistant Secretary for Alternative Learning System dated October 6, 2020 regarding the administration of computer-based 2019 Accreditation and Equivalency (A&E) Test.
2. Please be informed that per Bureau of Education Assessment (BEA), the administration of computer-based A&E Test for SY 2019-2020 ALS completers will not be possible until after April 2021 due to the restrictions imposed by the government in view of the COVID-19 pandemic.
3. In lieu of the administration of the aforesaid test, the Department of Education (DepEd), through the Curriculum and Instruction strand and the ALS Task Force (ATF), announces that **the result of the presentation portfolio assessment** (*Attachment no. 2*) for ALS Elementary and Junior High School program completers of SY 2019-2020 and previous years in the Learner Information System (LIS) shall be used as **basis for the**

issuance of an Elementary Diploma or a Junior High School Level Certificate of Program Completion (*Attachment no. 6*).

Only those who met the minimum required points are eligible to receive such diploma or certificate. **Issuance of diploma and certificates shall be until the last week of June 2021.**

4. ALS Elementary and Junior High School program completers of SY 2019-2020, and previous years under the old ALS curriculum who underwent additional learning intervention and wish to seek equivalency certification, shall update their portfolio based on the ALS K to 12 Basic Education Curriculum (BEC) with the assistance of their ALS teachers. Similar guidelines shall apply in the preparation and assessment of their presentation portfolio.^[GA1]¹

The said completers should be enrolled, should have complied with all the requirements needed, and should have mastered the additional competencies in the ALS K to 12 BEC.

5. To ensure the validity and credibility of the assessment, ALS Elementary and Junior High School program completers of SY 2019-2020 and previous years are allowed to submit their presentation portfolio only once. Completers who receive below the minimum required points shall undergo additional learning interventions in preparation for future A&E Test.
6. The Regional and Division ALS Focal Persons shall conduct a re-orientation on inter-district validation of portfolio. The modality for the conduct of the said activity shall depend on the quarantine protocol level set by the Inter-Agency Task Force (IATF). They shall also monitor the actual conduct of final validation. The conduct of activities shall be charged against the CY 2020 ALS Program Support Funds (PSF).
7. A **revalidation** with program completers shall be conducted to ensure that the presentation portfolios are original outputs of the completers (*Attachment no. 3*). **Priority shall be given to ALS Completers who are provisionally enrolled in Grade 7 and Grade 11.**
8. The step-by-step process of the Portfolio Assessment is as follows:

For Provisionally Enrolled ALS Completers

- a. ALS teachers shall conduct an initial assessment of the presentation portfolio of their learners;

¹ *Reference: DepEd Order 13, s 2019*

Letter B. Learning Delivery item no. 8. Starting SY 2019-2020, the A&E Test will be based in the new and expanded range of competencies of the 2019 ALS K to 12 BEC that include higher competencies in English, Science, Math and Learning Strand 6 - Digital Citizenship. This means that completers of the old ALS curriculum who wish to seek an equivalency certification are required to undertake additional learning in order to prepare for the new A&E Test. Hence, additional learning intervention should not be an option but a requirement.

Letter E. Learning Assessment item no. 4. The A&E certification process will be expanded to include portfolio assessment and project-based learning and assessment. Starting June 2019, learners interested in seeking an A&E elementary or secondary equivalency certification will be required to submit a presentation portfolio containing selected learning outputs as evidence of mastery of competencies from the six (6) learning strands of the new ALS K to 12 BEC and a learning project in addition to taking the A&E Test.

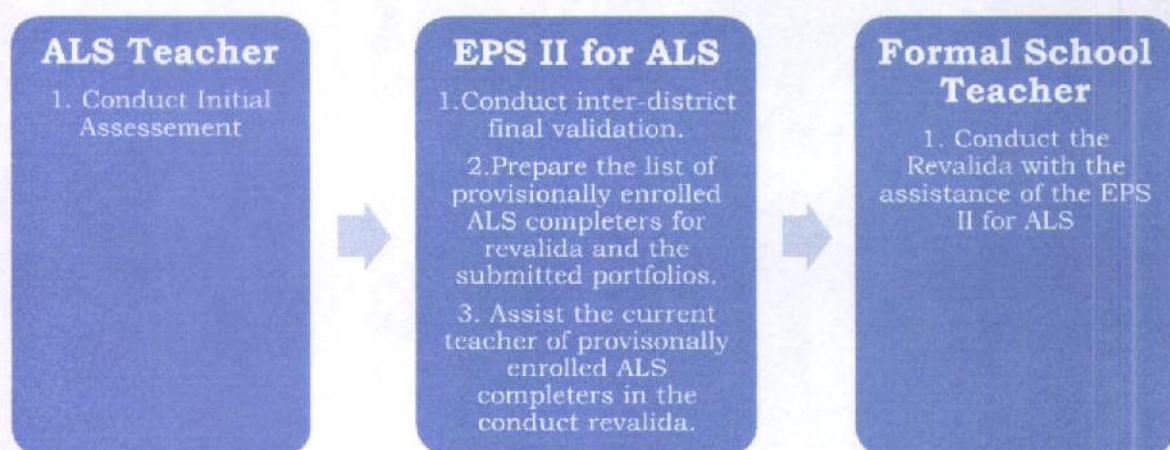
- b. The EPS II for ALS, with the assistance of the Mobile Teachers and District ALS Coordinators (DALSCs), shall conduct the inter-district final validation using the attached guidelines.

The EPS II for ALS shall prepare the list of qualified provisionally enrolled ALS completers for revalida (Attachment no. 4), including the submitted Portfolio of said completers. The District/Division shall come up with the mechanism, schedule, and modality of revalida;

Note: The result of revalida shall not affect the score in the portfolio assessment.

- c. Current teachers (formal school teachers) of provisionally enrolled ALS completers shall conduct the revalida with the assistance of the EPS II for ALS, assigned Mobile Teacher and/or District ALS Coordinator;
- d. The formal school teacher shall be the one to ask the questions for the revalida of Portfolio Presentation (Attachment No. 3);
- e. The EPS II for ALS, with the assistance of Mobile Teacher and/or DALSC shall countercheck the answers of the ALS completer with his/her Portfolio Presentation;

To Illustrate the process:



- f. School Heads of public secondary schools with provisionally enrolled ALS completers in Grades 7 and 11 are instructed to use **50% of the result of presentation portfolio assessment** and **50% of the learner's performance in the 1st and 2nd quarters of SY 2020-2021** as **basis for updating the status** of the learner in the LIS as permanently enrolled.

Only those learners who get an overall grade of 75% and above are eligible for conversion of their status from provisionally enrolled to officially enrolled in the LIS.

Further, School Heads are also instructed to accept SY 2019-2020 ALS program completers who passed the presentation portfolio assessment and are interested to enroll for SY 2021-2022 under provisional status. The aforesaid percentage score shall also apply to these learners in updating their status;

- g. To compute the final grade (FG) of ALS completers who are provisionally enrolled, use the formula below:

1. $AQG = \frac{Q1+Q2}{2}$
2. $LPA = \frac{P1}{P2} \times 100$
3. $FG = (LPA \times 100 + AQG) \times 50\%$

Legend:	
LPA	Learner's Portfolio Assessment Value
P1	Portfolio Assessment Obtained Score
P2	Portfolio Assessment Obtained Total Score
AQG	Average Quarter Grade
Q1	First Quarter Grade
Q2	Second Quarter Grade

Sample Computation:

P1	30
P2	38
Q1	82
Q2	84

First, compute for the AQG:

$$1. AQG = \frac{Q1+Q2}{2} = \frac{82+84}{2} = 83$$

Then, compute for the LPA:

$$2. LPA = \frac{P1}{P2} \times 100 = \frac{30}{38} \times 100 = 0.79 \times 100 = 79$$

Lastly, substitute the computed values for FG as follows:

$$3. FG = (LPA + AQG) \times 50\% = (79 + 83) \times 0.5 = (79 + 83) \times 0.5 = 81$$

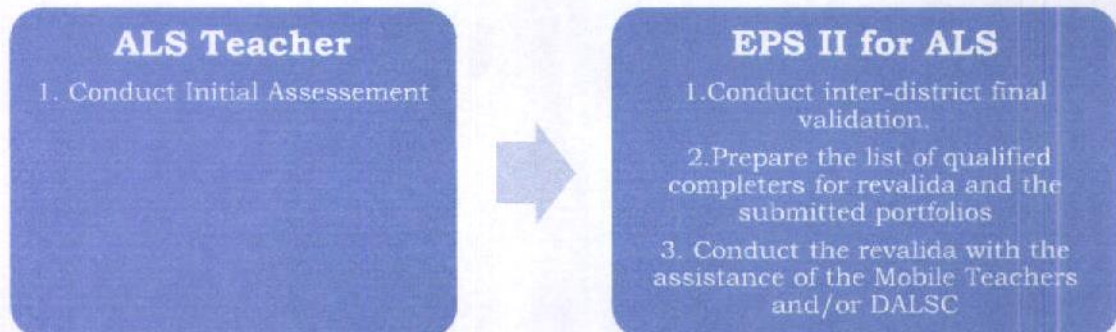
- h. **The EPS II for ALS shall release the diploma for qualified ALS Elementary level program completers and the Certificate of Program Completion for Junior High School level program completers ONLY after the grades for the 1st and 2nd quarters are made available;**
- i. Schools Heads of private secondary schools are encouraged to follow the same guidelines for provisionally enrolled ALS completers;

For ALS Completers of SY 2019-2020 and previous years who are not enrolled

- j. ALS teachers shall conduct an initial assessment of the presentation portfolio of their learners;
- k. The EPS II for ALS, with the assistance of the Mobile Teachers and District ALS Coordinators (DALSCs), shall conduct the inter-district final validation using the attached guidelines;
- l. A revalidation with program completers shall be conducted by the EPS II for ALS with the assistance of Mobile Teachers and District ALS Coordinators to ensure that the presentation portfolios are original outputs of the completers (*Attachment no. 3*). The EPS II for ALS shall

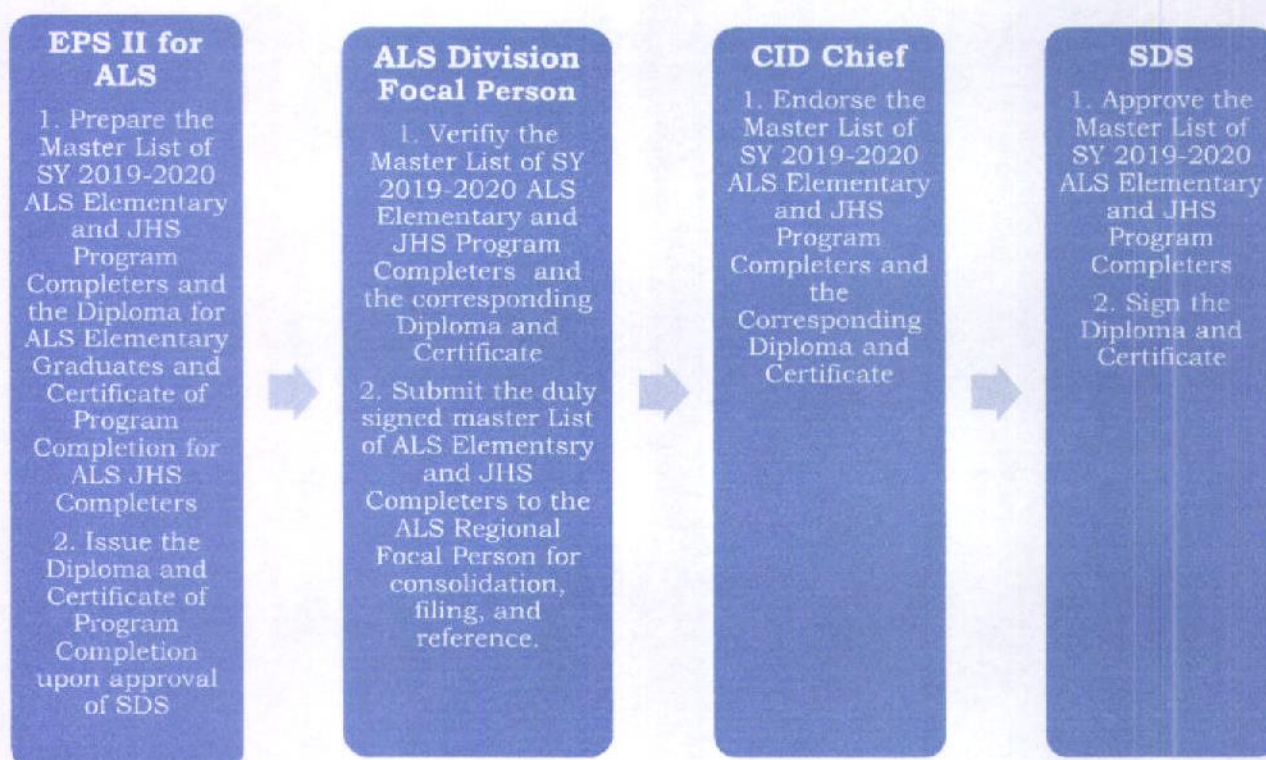
prepare the list of qualified completers for revalida (*Attachment no. 4*), including the submitted Portfolio of said completers. The District/Division shall come up with the mechanism, schedule, and modality of revalida;

To Illustrate the Process:



- m. After the revalida of provisionally enrolled and not enrolled ALS completers, the EPS II for ALS shall prepare the master list of SY 2019-2020 ALS Elementary and Junior High School Program Completers (*Attachment no. 5*), as well as **the Diploma for ALS Elementary Graduates and Certificate of Program Completion for ALS JHS Completers** (attachment No. 6) for submission to the ALS Division Focal Person for verification;
- n. The verified master list, together with the corresponding Diploma and Certificates shall be forwarded to the Curriculum and Implementation Division (CID) Chief, as the recommending approval, for endorsement to the Schools Division Superintendent (SDS) for approval;
- o. **Upon approval of the SDS, the EPS II for ALS shall issue the diploma of ALS Elementary graduates and Certificate of Program Completion for ALS JHS program completers.**; and

To illustrate the process:



p. The Division ALS Focal Person shall submit the duly signed master list of ALS Elementary and Junior High School Completers to their ALS Regional Focal Person for consolidation, filing, and reference.

9. For any clarification or inquiry, contact the ALS Task Force at (02) 8636-3603 or through email at als.taskforce@deped.gov.ph.

**GUIDELINES ON PRESENTATION PORTFOLIO ASSESSMENT
FOR ALS ELEMENTARY AND JUNIOR HIGH SCHOOL COMPLETERS
OF SY 2019-2020 AND PREVIOUS YEARS**

1. The *presentation portfolio* is a collection of a learner's achievements, assembled specifically for assessment. It contains formal records that document the learner's background and experience, the learning process she/he has followed, and samples selected by the learner to show what she/he can do. It should also contain records documenting the learner's prior learning and records documenting the learner's progress toward achieving stated learning goals.
2. The presentation portfolio contains *formal records*, completed by the learner or with the assistance of the ALS teacher, and *work samples*. The ALS teacher is responsible for certifying the formal records. The work samples may include a project undertaken by the learner, either individually or as a member of a group, and samples of activities undertaken by the learner that demonstrate learning accomplishments. The work samples, the formal Recognition of Prior Learning (RPL) records, and the Assessment Records should, in total, provide evidence of the learner's achievements across all six learning strands.

Formal Records

The following records are to be included in the presentation portfolio:

- Functional Literacy Test (FLT) (Pre-Test and Post-Test)
- Individual Learning Agreement
- Record of Learning Module Use
- Documentation of Life Experiences (ALS A&E RPL Form 1)
- Record of Training/Skills (if this applies) (ALS A&E RPL Form 2)
- Summary of Work History (if completed) (ALS A&E RPL Form 3)
- Learner's Checklist of Skills (ALS A&E RPL Form 4)
- Compilation of certificates on activities/seminars/trainings/ short-term courses attended (if any)

Work Samples

- Work samples are completed activities undertaken by the learner, with the assistance of the ALS teacher, to demonstrate learning accomplishments. It includes completed learning modules, self-assessment activities, pre-tests and post-tests, module assignments, learner journal entries, etc.
- The work samples shall demonstrate learning accomplishments across all six learning strands in the ALS K to 12 Basic Education Curriculum (BEC).
- In selecting work samples for inclusion in the presentation portfolio, the learner shall choose samples which provide the best or strongest evidence of her/his mastery of competencies in the ALS K to 12 BEC.

- Selected Work Samples for each learning strand shall provide evidence of mastery of different competencies (not multiple samples of the same competency).
 - Quality of the learning samples is very important. These shall be clearly written and presented in a way that is accessible to the assessor as evidence of learning.
3. The ALS learner shall sign a declaration that all submitted learning outputs are her/his own work, and that information contained in RPL records are accurate. The ALS teacher shall also certify that all the learning contents of the portfolio are the learner's own individual work. The ALS teacher shall verify in writing (with date and signature) that each individual learning output is a valid source of evidence of learning.
 4. Final evaluation of presentation portfolio shall be done by the Education Program Specialist II for ALS (EPS II for ALS) using the following criteria:

Criteria	Points
<i>The presentation portfolio contains evidence of performance and mastery of competencies in each of the six learning strands in the ALS K to 12 (BEC).</i>	
1. ALS Assessment tools contain evidence of the learner's prior learning, pre- and post-FLT performance, status of accomplishment of individual learning goals, and assessment of individual learning progress.	
<ul style="list-style-type: none"> • PIS (Personal Information Sheet) 	<ul style="list-style-type: none"> • 1 point if YES • 0 point if NO
<ul style="list-style-type: none"> • Functional Literacy Test Pre-Test and Post-Test 	<ul style="list-style-type: none"> • 2 points if post-FLT result shows significant improvement compared to pre-FLT score • 0 point if NO
<ul style="list-style-type: none"> • Individual Learning Agreement 	<ul style="list-style-type: none"> • 1 point if YES • 0 point if NO
<ul style="list-style-type: none"> • Learner's Record of Module use/Tracking Forms 	<ul style="list-style-type: none"> • 1 point if YES • 0 point if NO
2. RPL formal records contain evidence of the learner's prior learning, and the practical application and demonstration of capabilities and/or abilities.	
<ul style="list-style-type: none"> • RPL Form 1 (Documentary of Life Experience) 	<ul style="list-style-type: none"> • 1 point if YES • 0 point if NO
<ul style="list-style-type: none"> • RPL Form 2 (Record of Training Skills) 	<ul style="list-style-type: none"> • 1 point if YES • 0 point if NO
<ul style="list-style-type: none"> • RPL Form 3 (Summary of Work History) 	<ul style="list-style-type: none"> • 1 point if YES • 0 point if NO
<ul style="list-style-type: none"> • RPL Form 4 (Learner's Checklist of Skills) 	<ul style="list-style-type: none"> • 1 point if YES • 0 point if NO
<ul style="list-style-type: none"> • Compilation of Certificates on Activities/ Seminars/ Trainings/ Short-Term Courses attended (if any) 	<ul style="list-style-type: none"> • 1 point if YES • 0 point if NO
3. The contents of the presentation portfolio provide evidence of the learner's progress towards achieving stated learning goals and levels of mastery of the competencies in the ALS K to 12 BEC.	

Criteria	Points
<ul style="list-style-type: none"> Four (4) Work Samples for each learning strand. Each work sample should show clear evidence of mastery of different competencies related to the learning strand. 	
<ul style="list-style-type: none"> ➤ LS 1 – English 	<ul style="list-style-type: none"> • 4 points for four work samples and above • 3 points for three work samples • 2 points for two work samples • 1 point for one work sample • 0 point for none
<ul style="list-style-type: none"> ➤ LS 1 – Filipino 	<ul style="list-style-type: none"> • 4 points for four work samples and above • 3 points for three work samples • 2 points for two work samples • 1 point for one work sample • 0 point for none
<ul style="list-style-type: none"> ➤ LS 2 	<ul style="list-style-type: none"> • 4 points for four work samples and above • 3 points for three work samples • 2 points for two work samples • 1 point for one work sample • 0 point for none
<ul style="list-style-type: none"> ➤ LS 3 	<ul style="list-style-type: none"> • 4 points for four work samples and above • 3 points for three work samples • 2 points for two work samples • 1 point for one work sample • 0 point for none
<ul style="list-style-type: none"> ➤ LS 4 	<ul style="list-style-type: none"> • 4 points for four work samples and above • 3 points for three work samples • 2 points for two work samples • 1 point for one work sample • 0 point for none
<ul style="list-style-type: none"> ➤ LS 5 	<ul style="list-style-type: none"> • 4 points for four work samples and above • 3 points for three work samples • 2 points for two work samples • 1 point for one work sample • 0 point for none
<ul style="list-style-type: none"> ➤ LS 6 	<ul style="list-style-type: none"> • 4 points for four work samples and above • 3 points for three work samples • 2 points for two work samples • 1 point for one work sample • 0 point for none
TOTAL SCORE	38 points

5. An ALS completer must receive a **minimum of 28 points** to be able to pass the portfolio assessment



Republic of the Philippines
Department of Education

REGION _____
 SCHOOLS DIVISION OF _____

Name of Learner: _____ LRN: _____

PRESENTATION PORTFOLIO ASSESSMENT

CRITERIA	POINTS
1. The presentation portfolio contains evidence of performance in each of the six learning strands in the ALS K to 12 BEC	
• Personal Information Sheet	
• Functional Literacy Test result	
• Individual Learning Agreement	
• Learner's Record of Module use/Tracking Forms	
2. Learning outputs contain evidence of the practical application and demonstration of capabilities and/or abilities	
• RPL Form 1 (Documentary of Life Experience)	
• RPL Form 2 (Record of Training Skills)	
• RPL Form 3 (Summary of Work History)	
• RPL Form 4 (Learner's Checklist of Skills)	
• Compilation of certificates on activities/seminars/trainings/short-term courses attended (if any)	
3. The contents of the presentation portfolio provide evidence of the learner's progress towards achieving stated learning goals	
• Four (4) Work Samples for each Learning Strand	
➤ LS 1 – English	
➤ LS 1 – Filipino	
➤ LS 2	
➤ LS 3	
➤ LS 4	
➤ LS 5	
➤ LS 6	
TOTAL SCORE:	
REMARKS (PASSED/FAILED):	

Certified by:

Evaluated by:

ALS Teacher
 Signature over Printed Name

Education Program Specialist II for ALS
 Signature over Printed Name

Guide Questions for the Revalida of the Portfolio Presentation

1. What are the contents of your portfolio?
2. What was your goal in attending ALS classes?
3. What was your score in Part 1 of your Functional Literacy Test (FLT)?
4. Cite one significant learning you gained from the ALS intervention.
5. Choose three learning strands and cite one work sample for each chosen strand that you are most proud of.

Note: This will not affect the score in the portfolio assessment of ALS program completers.

LIST OF QUALIFIED SY 2019-2020 ALS PROGRAM COMPLETERS FOR REVALIDA

Name of Schools Division Office: _____

Level : _____ (Elementary/Junior High School)

Name of Completers	Score in Portfolio Assessment	Name of Teacher in ALS and Designation <i>(ALS Teacher/ Community ALS Implementor/ Learning Facilitator)</i>	Name of Community Learning Center
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			
21.			
22.			
23.			
24.			
25.			

Prepared by:

Name of EPS II for ALS

MASTER LIST OF SY 2019-2020 ALS ELEMENTARY AND JUNIOR HIGH SCHOOL PROGRAM COMPLETERS

Name of Schools Division Office: _____

Level : _____ (Elementary/Junior High School)

Name of Completers	Score in Portfolio Assessment	Name of Teacher in ALS and Designation <i>(ALS Teacher/ Community ALS Implementor/ Learning Facilitator)</i>	Name of Community Learning Center
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

Prepared by:

Verified by:

EPS II for ALS

Division ALS Focal Person

Recommended by:

Curriculum Implementation Division Chief

Approved by:

Schools Division Superintendent



Republika ng Pilipinas

Republic of the Philippines

Kagawaran ng Edukasyon

Department of Education

REHIYON XXX

REGION XXX

SANGAY NG XXXXXXXXX

DIVISION OF XXXXXXXX

PUROK NG XXXXXX

DISTRICT OF XXXXXX

XXXXXX COMMUNITY LEARNING CENTER

Pinatunayan nito na si
This certifies that

JUAN R. DELA CRUZ

Learner Reference Number (LRN) : XXXXXXXXXXXXX

ay kasiya-siyang nakatupad sa mga kinakailangan sa pagtatapos sa Elementarya na itinakda
has satisfactorily completed the requirements for Elementary Curriculum prescribed
ng Alternatibong Sistema ng Pagkatuto ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
by the Alternative Learning System of the Department of Education, and is therefore awarded this

**KATUNAYAN
CERTIFICATE**

Nilagdaan sa XXXXXXXX, Pilipinas nitong ika-____ ng _____, 20____
Signed in XXXXXXXX, Philippines on the ____ day of _____, 20____

XXXXXXXXXXXX
Pansangay na Tagapamunihala ng mga Paaralan
Schools Division Superintendent





Republika ng Pilipinas

Republic of the Philippines

Kagawaran ng Edukasyon

Department of Education

REHIYON XXX

REGION XXX

SANGAY NG XXXXXXXXX

DIVISION OF XXXXXXXXX

PUROK NG XXXXXXX

DISTRICT OF XXXXXXX

XXXXXX ELEMENTARY SCHOOL

Pinatutunayan nito na si

This certifies that

JUAN R. DELA CRUZ

Learner Reference Number (LRN) : xxxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa pagtatapos sa Elementarya na itinakda

has satisfactorily completed the requirements for Elementary Graduation prescribed

ng Alternatibong Sistema ng Pagkatuto ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong

by the Alternative Learning System of the Department of Education, and is therefore awarded this

KATUNAYAN

CERTIFICATE

Nilagdaan sa XXXXXXXXXX, Pilipinas nitong ika-____ng _____, 20__

Signed in XXXXXXXXX, Philippines on the ____ day of _____, 20__



XXXXXXXXXXXXX

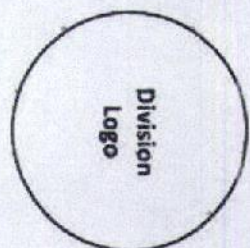
Punongguro

Principal

XXXXXXXXXXXXX

Pansangay na Tagapamanihala ng mga Paaralan

Schools Division Superintendent

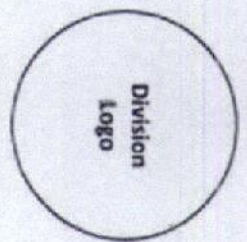




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Kagawaran ng Edukasyon
Department of Education

REHIYON XXX
REGION XXX

SANGAY NG XXXXXXXXX
DIVISION OF XXXXXXXX



XXXXXX COMMUNITY LEARNING CENTER

Pinatutunayan nito na si
This certifies that

JUAN R. DELA CRUZ

Learner Reference Number (LRN) : xxxxxxxxxxxxxx

ay kasiya-siyang nakatupad sa mga kinakailangan sa Kurikulum ng Junior High School na itinakda ng
has satisfactorily completed the requirements of the Junior High School Curriculum prescribed by
Alternatibong Sistema ng Pagkatuto ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
Alternative Learning System of the Department of Education, and its therefore awarded this

**KATUNAYAN
CERTIFICATE**

Nilagdaan sa XXXXXXXXX, Pilipinas nitong ika- _____ ng _____, 20____, 20____
Signed in XXXXXXXX, Philippines on the _____ day of _____, 20____, 20____

Pansangay na Tagapamanihala ng mga Paaralan
Schools Division Superintendent

XXXXXXXXXXXXX





Republika ng Pilipinas
Republic of the Philippines

Kagawaran ng Edukasyon
Department of Education

REHIYON XXXX
REGION XXX

SANGAY NG XXXXXXXXXX
DIVISION OF XXXXXXXXX

XXXXXX HIGH SCHOOL

Pinatunayan nito na si

This certifies that

JUAN R. DELA CRUZ

Learner Reference Number (LRN) : XXXXXXXXXXXXX

ay kasiya-siyang nakatupad sa mga kinakailangan sa Kurikulum ng Junior High School na tinakda ng
has satisfactorily completed the requirements of the Junior High School Curriculum prescribed by
Alternatibong Sistema ng Pagkatuto ng Kagawaran ng Edukasyon, kaya pinagkalooan siya nitong
Alternative Learning System of the Department of Education, and is therefore awarded this

**KATUNAYAN
CERTIFICATE**

Nilagdaan sa XXXXXXXXXX, Pilipinas nitong ika- _____ ng _____, 20____
Signed in XXXXXXXXX, Philippines on the _____ day of _____, 20____



XXXXXXXXXXXXX
Punongguro
Principal

XXXXXXXXXXXXX
Pansangay na Tagapamanahala ng mga Paaralan
Schools Division Superintendent

