

**[ DEPED ORDER NO. 9, S. 2004, February 20, 2004 ]**

**GUIDELINES IN THE SELECTION OF HONOR PUPILS/STUDENTS  
IN PUBLIC SCHOOLS**

1. To give due recognition to pupils/students who have shown exemplary performance in their school work, this Department amends the existing guidelines in the selection of honor pupils/students:

a. Any pupil/student whether graduating or not, may be a candidate for honors, even if he/she is a transferee to the school.

b. Only the top two (2) pupils/students in academic subjects, regardless of whether they have grades lower than 80% or not in any of their subjects, shall be ranked to determine the Valedictorian and Salutatorian. Academic standing shall be based on the general average of the pupils/students.

c. Ranking for Valedictorian and Salutatorian at the **secondary level** shall follow the **7-3 point scheme**, that is, academic excellence shall be given 7 points, and co-curricular activities, 3 points.

d. This applies only in the secondary level. At the elementary level, all awards shall be based on academic standing only.

e. Grades obtained in the **Third Year or Grade five shall not be included** in the computation for ranking purposes in the case of graduating pupils/students.

f. The candidates for Honorable Mention at all grade or year levels shall be ranked based on their academic standing only.

g. Distinctions in curricular and co-curricular activities may likewise be awarded to recognize excellence in specific fields, e.g., "Best in Mathematics", "Best in Arts", "Leadership Award", etc.

2. A separate set of honor pupils/students may be declared for schools with special curricular programs (e.g., special science, arts, sports, SPED). The number of honor pupils/students will be determined by the school proportionate to the total enrolment in the special classes.

3. Annexes of secondary schools may be also be entitled to a separate set of honor pupils/students if they have reached a minimum enrolment of 500.