



COMMISSION ON HIGHER EDUCATION

REGIONAL OFFICE III

RELEASED

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CHEDRO III

CHEDRO- III MEMORANDUM

No. 137 s. 2022

For: **PRESIDENTS/ HEADS OF PARTICIPATING PUBLIC AND PRIVATE  
HIGHER EDUCATION INSTITUTION IN CENTRAL LUZON**

Attention: **TES FOCAL PERSONS**

Subject: **CALL FOR SUBMISSION OF MASTERLIST OF TERTIARY EDUCATION  
SUBSIDY (TES) 3B GRANTEES FOR ACADEMIC YEAR 2021-2022**

Date: **November 22, 2022**

Pursuant to the UniFAST Memorandum Circular No. 1 series of 2022 (Amended Tertiary Education Subsidy (TES) Guidelines of 2022), specifically on TES 3B, this Office requests all participating Higher Education Institutions (HEIs) to submit the Master List of Grantees for TES -3B for A.Y. 2021-2022 using the attached template **on or before November 28, 2022**. The template is downloadable through the link <https://tinyurl.com/tes3btemplate>. The said list must be certified correct by the HEI's Registrar, formally endorsed by the HEI's President or Head and must be accompanied by Certificate of Graduation of the grantees.

The TES 3-B is an additional allowance for the student in a program requiring professional license which shall cover the following expenses: application fees, notarial fees, review classes fees, insurance premium fees and documentary fees, subject to availability of funds and the usual accounting and budgeting rules and regulations. Given this, all HEIs are advised to submit the requested documents within the deadline to facilitate the request of funds from UNIFAST Central Office.

Should there be other queries, the concerned staff may directly coordinate with Mr. Jerrold BDizon, PTS II, or Mr. Sean Samaniego, PTS I, through mobile numbers 0969-388-3599 (for SMART)/ 0935-712-9815(for TM) or email at [unifastro3@ched.gov.ph](mailto:unifastro3@ched.gov.ph)

For strict compliance of all concerned.

  
**DR. LEONIDA B. SIGUA-CALAGUI, LLB, CESO III**  
Director IV