



COMMISSION ON HIGHER EDUCATION

REGIONAL OFFICE III

RELEASED
FEB 22 2024
CHEDRO III

CHEDRO-III MEMORANDUM
No. 42, s. 2024

To : ALL PRESIDENTS AND OFFICERS-IN-CHARGE OF PRIVATE HIGHER EDUCATION INSTITUTIONS, STATE UNIVERSITIES AND COLLEGES, AND CHED-RECOGNIZED LOCAL UNIVERSITIES AND COLLEGES

Subject : CALL FOR SUBMISSION OF DOCUMENTARY REQUIREMENTS FOR THE VALIDATION OF CONTINUING TERTIARY EDUCATION SUBSIDY (TES) GRANTEEES FOR THE SECOND SEMESTER OF THE ACADEMIC YEAR 2023-2024

Date : FEBRUARY 21, 2024

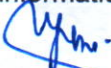
Relative to the implementation of the Tertiary Education Subsidy (TES), all Higher Education Institutions (HEIs) are enjoined to submit documentary requirements for validation and disbursement process of Continuing Tertiary Education Subsidy (TES) beneficiaries of Republic Act No. 10931 or the Universal Access to Quality Tertiary Education Act (UAQTE) for the 2nd Semester Academic 2023-2024.

In order to facilitate proper validation and verification, **Public and Private Higher Education Institutions (HEIs)** are requested to submit the following forms not later than **February 28, 2024**:

- [Annex 2: TES Continuing Form](#)
 - TES Continuing Form 1
 - TES Continuing Form 2
 - TES Continuing Form 3
- [Notarized Registrar's Certification](#)
 - Certification of enrolled grantees
 - Certification of graduated grantees (new requirement)
- Certificates of Registration / Certificates of Enrolment (PDF)
- *Additional Requirements* (if applicable)
- Copy of Leave of Absence (LOA) approved by the HEI

Should there be other queries, the concerned staff may directly coordinate with Mr. Jerrold B. Dizon and Mr. Mark Angelo Mendoza, UniFAST Regional Coordinators, through mobile numbers 0969-388-3600 (for SMART)/0965-9253-640 (for TM) or e-mail at unifastro3@ched.gov.ph.

For information and appropriate action.


DR. LORA L. YUSI
Office-In-Charge
Office of the Director IV

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