



COMMISSION ON HIGHER EDUCATION

REGIONAL OFFICE III



CHEDRO-III MEMORANDUM
No. 022, series of 2025

RELEASED
10 FEB 2025
CHEDRO III

For : **ALL PRESIDENTS/HEADS/OFFICERS-IN-CHARGE OF BI-ACCREDITED HIGHER EDUCATION INSTITUTIONS (HEIs) WITH ENROLLED FOREIGN STUDENTS IN REGION III**

Subject : **COLLECTION OF DATA FOR FOREIGN STUDENTS ENROLLED IN PHILIPPINE HIGHER EDUCATION INSTITUTIONS FOR AY 2024-2025**

Date : **30 January 2025**

In reference to Executive Order (EO) No. 285, s. 2000, "Amending the Guidelines Governing the Entry and Stay of Foreign Students in the Philippines and the Establishment of an Inter-Agency Committee on Foreign Students for the Purpose" and IACFS Joint Memorandum Order (JMO) No. 01, s. 2017, "Consolidated Implementing Guidelines on the Entry and Stay of Foreign Students in the Philippines Pursuant to Executive Order No. 285, s. 2000," and in line with the submission of Student Development and Services (SDS) Data, all Higher Education Institutions (HEIs) authorized to accept foreign students are advised to submit the list of foreign students enrolled in their institution for the Academic Year (AY) 2024-2025 using the prescribed template. The template may be accessed thru this link or by scanning the QR code:

FS Data Template: <https://tinyurl.com/FS-AY-24-25>



Kindly refer to the "Unedited Instructions" tab for the instructions on how to properly fill out the form. A signed cover letter (pdf file) by the University President or Head of Institution along with the accomplished template (excel file) shall be submitted to chedro3@ched.gov.ph, **on or before February 25, 2025**.

Failure to comply with the above required reports may be a ground for cancellation of the authority to admit foreign students granted by the Bureau of Immigration (BI) as stipulated EO no. 285, s. 2000 and IACFS JMO no. 01, s. 2017

Should there be any queries/clarifications, please directly coordinate with Ms. Camille C. Cano, Project Technical Staff II, and Ms. Leila S. Tayag, Project Technical Staff II at (045) 402-66-59 or email at chedro3@ched.gov.ph.

For the HEIs' strict compliance.

DR. LORA L. YUSI
Director IV