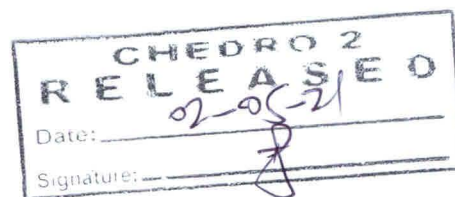




Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
Region 02



REGIONAL MEMORANDUM

No. 24 series of 2021

TO : PRESIDENTS/HEADS OF PRIVATE HIGHER EDUCATION INSTITUTIONS (HEIs) IN REGION 02 WITH TUITION AND OTHER SCHOOL FEES (TOSF) INCREASES FOR AY 2018-2019

SUBJECT : REPORT ON THE UTILIZATION OF INCREMENTAL PROCEEDS OF TUITION AND OTHER SCHOOL FEE INCREASES

DATE : February 5, 2021

In accordance with the pertinent provisions of Republic Act No. 7722, otherwise known as the "Higher Education Act of 1994", and CHED Memorandum Order (CMO) No. 3, s. 2012 entitled "Enhanced Policies, Guidelines and Procedures Governing Increases in Tuition and Other School Fees, Introduction of New Fees, and for Other Purposes" and CMO No. 8, s. 2012 entitled "Amendment on CMO No. 3, s. 2012", this Office hereby requests the submission of a Report on the Utilization of Incremental Proceeds of Higher Education Institutions with approved Tuition and Other School Fees (TOSF) increases for AY 2018-2019.

Concerned HEIs are to submit the following:

1. Report on the utilization of incremental proceeds of Tuition and Other School Fees (TOSF) (please use attached Table 1 and 2); and
2. Proof of Compliance/Proof of Utilization on the implemented increases in TOSF.

Kindly send your report in hard and soft copy (Excel format in CD) to this office through courier on or before February 19, 2021.

For your strict compliance.


JULIETA M. PARAS, Ed.D., CESE
Director IV

Encl: as stated

:ags/05Feb2021

REPORT ON THE UTILIZATION OF INCREMENTAL PROCEEDS OF TUITION AND OTHER SCHOOL FEE INCREASES

HEI

Table 1. Tuition Fee (TF)

Institutional Code	List all programs affected by the Increase (please don't abbreviate)	Total Amount of Tuition Fee Collected			Percentage Distribution of Tuition Fee Increase Proceeds							
		AY _____ (latest TF Increase was implemented)	AY _____ (before the TF increase was implemented)	Total Tuition Fee Increase Proceeds	70%			20%			10%	
					Specify the benefits of the personnel	Proof of compliance submitted by HEIs	Amount utilized in Peso	Specify the benefits of the personnel	Proof of compliance submitted by HEIs	Amount utilized in Peso	Return on Investment in peso	

Table 2. Other School Fees (OSF)

Institutional Code	List all programs affected by the Increase (please don't abbreviate)	AY _____ (latest OSF Increase was implemented)	AY _____ (before the OSF increase was implemented)	Other School Fees Items	Amount utilized in Peso	Proof of Utilization submitted by HEIs

Prepared by:

HEI Accountant

Noted by:

HEI President/Authorized representative