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

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Date: 10/06/21
Signature:

REGIONAL MEMORANDUM
No. 300, series of 2021

FOR : ALL PRESIDENTS/HEADS/OFFICERS-IN-CHARGE OF PUBLIC AND PRIVATE HIGHER EDUCATION INSTITUTIONS IN REGION 02

SUBJECT : AY 2021–2022 HIGHER EDUCATION DATA COLLECTION

DATE : OCTOBER 6, 2021

In accordance with the pertinent provisions of the Republic Act No. 7722, otherwise known as the "Higher Education Act of 1994", and CMO No. 45, series of 2016 "Annual Higher Education Data/Information Collection", CHED Regional Office (CHEDRO) 2 hereby reminds all Higher Education Institutions (HEIs) of the submission of higher education data for AY 2021–2022.

For the AY 2021–2022 data collection, all HEIs shall send their Higher Education Data directly to CHEDRO 2 using the existing CHED Electronic Collection and Knowledge (CHECKS) forms, which may be downloaded from the following URLs:

- For State Universities and College (Main and Satellite Campuses): **bit.ly/ched2hemis_suc_2122**;
- For Private HEIs: **bit.ly/ched2hemis_phei_2122**.

HEIs shall submit their forms along with a letter from the HEI President/Head certifying the completeness and correctness of the submitted data via email to **chedro2@ched.gov.ph**, copy furnished ddelacruz@ched.gov.ph, **not later than November 30, 2021**. HEIs may refer to the attached template for the endorsement of the HEI Head.

For inquiries, you may call Mr. Don de la Cruz, Education Supervisor II in charge of HEMIS, at mobile numbers 0965 078 9019.

For your immediate compliance.

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

Encl.: As stated

Kindly rate the delivery of our services through the link below:
Link: **bit.ly/CHEDRO2CSS**
Your response shall help us improve our systems
and procedures so we can better serve you.
Thank you.

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Annex A. Sample Template for Endorsement of HEI Head

<Date>

DR. JULIETA M. PARAS, CESE
Director IV
CHED Regional Office 2
Regional Government Center, Carig, Tuguegarao City

Dear Dr. Paras:

Greetings!

This is in reference to the Regional Memorandum dated October 6, 2021 entitled "**AY 2021-2022 Higher Education Data Collection**".

We are pleased to submit the following documents:

// For State Universities and Colleges (SUCs)

SUC Name	**Form A**	**Form BC**	**Form E1**	**Form E2**	**Form GH**	**Form Research**	**List of Graduates**
Campus A	✔	✔	✔	✔	✔	✔	✔
Campus B	✔	✔	✔	✔	✔	✔	✔
...	...	...	...	...	...	...	...

// For Private HEIs

- Form A
- Form BC
- Form E2
- List of Graduates

We are certifying the completeness and accuracy of this submitted information. For any questions, you may contact **<Name of Contact Person>** through **<E-mail of Contact Person>**.

Thank you very much.

Sincerely yours,

<Name and Signature of HEI Head>
<Designation>