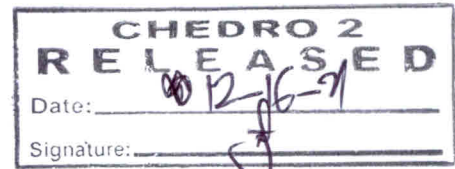




Republic of the Philippines  
OFFICE OF THE PRESIDENT  
**COMMISSION ON HIGHER EDUCATION**  
Region 02



**REGIONAL MEMORANDUM**  
**No. 382, Series 2021**

**FOR : ALL PRESIDENTS/HEADS/OFFICERS-IN-CHARGE OF HIGHER EDUCATION INSTITUTIONS (HEIs) IN REGION 02**

**SUBJECT : SUBMISSION OF THE DATES OF THE END OF ENROLLMENT FOR EACH SEMESTER/TERM OF ACADEMIC YEAR 2021-2022 OF PARTICIPATING HIGHER EDUCATION INSTITUTIONS TO TERTIARY EDUCATION SUBSIDY PROGRAMS**

**DATE : December 16, 2021**

Attached is a copy of the Memorandum from **ATTY. RYAN L. ESTEVEZ**, OIC-Executive Director IV, Unified Student Financial Assistance System for Tertiary Education (UniFAST), requesting for the submission of the **dates of the end of enrollment for each Semester/Term of the Academic Year 2021-2022 as indicated in the Academic Calendars of participating Higher Education Institutions (HEIs) to the Tertiary Education Subsidy (TES) programs** using the template that can be accessed through the google sheet link provided therein.


Kindly enter the pertinent dates in the sheet labeled as **"R2"** on or before **December 21, 2021**.

Aforementioned submission will be used in setting the date of the validation period for the processing of TES applications for AY 2021-2022.

For your information and compliance.

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

**FOR THE DIRECTOR IV:**

  
**RUTH T. LASAM**  
Chief Administrative Officer  
OIC, Office of the Director IV  
December 14-17, 2021

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

Encl: as stated  
Unifast/AMJ/RDO-13507



Republic of the Philippines  
**Unified Student Financial Assistance System for Tertiary Education**

Ground Floor, Bldg. E, UP Ayala Land Technohub Complex, Commonwealth Ave. Diliman Quezon City  
 Email: unifastsecretariat@ched.gov.ph



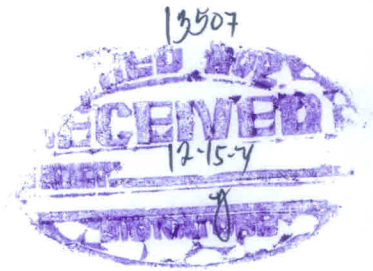
**MEMORANDUM FROM THE OFFICE OF THE EXECUTIVE DIRECTOR**

TO : **CHED REGIONAL DIRECTORS  
 PRESIDENTS/OFFICERS-IN-CHARGE**

FROM : **ATTY. RYAN L. ESTEVEZ**  
 OIC, Office of the Executive Director IV, UniFAST Secretariat

SUBJECT : **REQUEST FOR COPIES OF END OF ENROLLMENT DATES  
 FOR SEMESTERS/TERMS OF ACADEMIC YEAR 2021-2022 OF  
 PARTICIPATING HEIS TO TES PROGRAMS**

DATE : **14 DECEMBER 2021**



Digitally signed  
 by Estevez Ryan  
 Legisniana  
 Date: 2021.12.15  
 10:53:21 +08'00'

The UniFAST Secretariat would like to request all the UniFAST Regional Coordinators to submit the end of enrollment dates for each semesters/terms of Academic Year 2021-2022 as indicated in Academic Calendars of the participating Higher Education Institutions (HEIs) to TES programs in your respective jurisdiction on or before **24 December 2021** using the herein attached template, to guide the UniFAST in setting the date of validation period for processing of TES applications for AY 2021-2022.

You may access the google sheet through this link:

<https://docs.google.com/spreadsheets/d/1b6-SNIZCD6OyjJ5VEe2PZ4yYQkcbsHoA8i9-6ZpNlrw/edit?usp=sharing>

Thank you.

