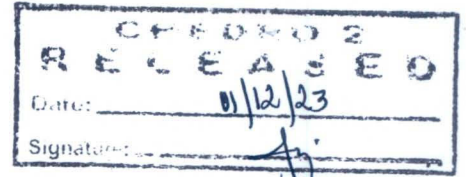




Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
Region 02



REGIONAL MEMORANDUM
No.006, Series 2023

FOR : ALL PRESIDENTS/HEADS/OFFICERS-IN-CHARGE OF PUBLIC AND PRIVATE HIGHER EDUCATION INSTITUTIONS (HEIs) IN REGION 2

SUBJECT : FINAL CALL FOR SUBMISSION OF TES-3B REQUIREMENTS FOR THE ACADEMIC YEAR 2021-2022

DATE : January 11, 2023

Pursuant to the pertinent provisions of UniFAST Memorandum Circular No. 1, s. 2022 (Amended Tertiary Education Subsidy (TES) Guidelines of 2022") on the implementation of TES-3B or the additional allowance for student-grantees who have taken licensure examinations, all partner Higher Education Institutions (HEIs) are requested to submit the following TES-3B requirements for the **Academic Year 2021-2022**:

1. **Annex 3** or the Letter of Intent to Avail TES-3B;
2. **Original Copy of the following required documentary attachments:**
 - a. Professional Regulation Commission application form or examination fees;
 - b. Official Receipt/Acknowledgment Receipt for notarial fees;
 - c. Official Receipt for Review Center fees;
 - d. Official Receipt for insurance premium fees;
 - e. Official Receipt for issuance of Transcript of Records (TOR) and Certificate of Good Moral Character;
 - f. Official Receipt for issuance of PSA, BIR, and NBI documents as needed, which may include all or any of the following: Birth Certificate, Marriage Certificate, Documentary Stamps, NBI Clearance, and the like; and
 - g. Official Receipt/Acknowledgment Receipt of other entities or institutions for expenses necessary to comply with the requirements for licensure examinations.
3. **Annex 2 Form 1** or the Consolidated TES Billing Statement; and
4. **Annex 3 Form 2** or the Consolidated TES Billing Details.

Reimbursement for TES-3B shall not exceed the amount determined by the UniFAST Board, subject to availability of funds and the usual accounting and auditing rules and regulations.

Please endorse the aforementioned requirements to CHED Regional Office 2 **on or before January 23, 2023**. Submission for reimbursement after the aforementioned deadline will no longer be accommodated.

For your guidance and immediate compliance.


Digitally signed by Marco
Cicero F. Domingo
Date: 2023.01.12 08:07:13
+08'00'
ATTY. MARCO CICERO F. DOMINGO
OIC, Director IV

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.

AIT/20025



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
TES3B-2-2022

For : **ALL UNIFAST REGIONAL COORDINATORS**

Thru : **CHED REGIONAL DIRECTORS**

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

Subject : **FINAL CALL FOR SUBMISSION OF MASTERLIST OF TERTIARY
EDUCATION SUBSIDY (TES) 3B GRANTEES FOR ACADEMIC
YEAR 2021-2022**

Date : **10 January 2023**



Pursuant to the UniFAST Memorandum Circular No. 1 series of 2022 (Amended Tertiary Education Subsidy (TES) Guidelines of 2022), specifically on TES 3B which is the additional allowance for the student in a program requiring professional license or certification the one (1) time cost of obtaining the first professional credentials or qualifications that includes application fees, notarial fees, review classes fees, insurance premium fees, and documentation fees, the UniFAST Secretariat would like to request the CHED Regional Offices to submit the Masterlist of Grantees for the remaining claimants of TES 3B for AY 2021 – 2022 **on or before January 25, 2023.**

Submissions for reimbursement after the aforementioned deadline will no longer be accommodated.

For your guidance and appropriate action. Thank you for your usual support.

