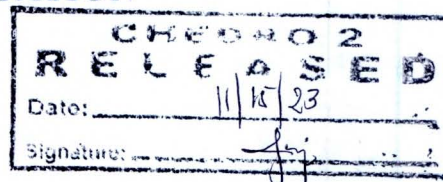




Republic of the Philippines  
OFFICE OF THE PRESIDENT  
**COMMISSION ON HIGHER EDUCATION**  
Region 02



**REGIONAL MEMORANDUM**  
**No. 353, Series 2023**

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

**SUBJECT : CALL FOR SUBMISSION OF TERTIARY EDUCATION SUBSIDY (TES) APPLICATIONS FOR ACADEMIC YEAR 2023-2024**

**DATE : November 15, 2023**

The Commission on Higher Education Regional Office 02 hereby disseminates the information in the attached memorandum from **ATTY. RYAN L. ESTEVEZ, OIC-Executive Director IV, UniFAST**, regarding the **call for submission of TES Applications for Academic Year 2023-2024** as approved by the UniFAST Board.

All public and private higher education institutions (HEIs) in Region 2 are hereby informed to submit and upload the list of the enrolled applicants for the AY 2023-2024, providing the required information using the attached **Annex 1** to the UniFAST HEIs Partner's Portal **on or before November 17, 2023** to avoid overloading the UniFAST TES portal.

The portal for the region will be closed after the said schedule. We kindly request HEIs to thoroughly review the submitted list to prevent duplicate applications and to avoid uploading Continuing Grantees already benefiting from TES and TDP.

In case of any technical issues, kindly fill out the attached form using the link <https://shorturl.at/bkJNY>. The UniFAST ICT team will be readily available to assist and to ensure a smooth uploading process.

***Please be informed that the application does not guarantee approval and inclusion in the TES program.***

For your immediate compliance.

Digitally signed by Atty.  
Marco Cicero F. Domingo  
Date: 2023.11.15

**ATTY. MARCO C. CERO F. DOMINGO**  
OIC-Director IV

*Encl. as stated*

Kindly rate the delivery of our services through the link below:  
Link: [bit.ly/CHEDRO2CSM](https://bit.ly/CHEDRO2CSM)  
Your response shall help us improve our systems and procedures so we can better serve you.  
Thank you.

unifast/LMP/111523



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**  
 TES-14-2023



For : **CHED REGIONAL DIRECTORS**  
**ALL REGIONAL COORDINATORS**

**ALL PRESIDENTS AND OFFICERS-IN-CHARGE**  
 Private Higher Education Institutions, State Universities and Colleges, and  
 CHED-Recognized Local Universities and Colleges

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

Subject: **CALL FOR SUBMISSION OF TERTIARY EDUCATION SUBSIDY**  
**APPLICANTS FOR THE ACADEMIC YEAR 2023-2024**

Date : **15 November 2023**

In the 43rd UniFAST Board meeting, the UniFAST Board directed the UniFAST Secretariat to open the applications for the NEW Tertiary Education Subsidy. This is to provide the members of the Board with the data on the total number of possible applicants for the Tertiary Education Subsidy (TES) grant vis-a-vis the remaining budgetary allocation for NEW TES slots for GAA 2023.

Relative to this, the UniFAST Secretariat is issuing the **Call for Tertiary Education Subsidy (TES) Applications for the Academic Year 2023-2024** for all Filipino students enrolled in their first undergraduate post-secondary program offered in SUCs, LUCs, and private HEIs.

Recognized Higher Education Institutions (HEIs) are enjoined to submit and upload the list of enrolled applicants, providing **required information** using Annex 1 to the UniFAST HEIs Partner's Portal on or before the given schedule below per region. To afford the participating HEIs's specific time to submit their student applicants and to avoid overloading the UniFAST TES portal, please refer to the schedule per region provided below.

**The portal for the region will be closed after the schedule. We kindly request HEIs to thoroughly review the submitted list to prevent duplicate applications and to avoid uploading Continuing Grantees already benefiting from TES and TDP.**



Region	Schedule
01 - Ilocos Region	<b>November 15-17, 2023</b>
02 - Cagayan Valley	
03 - Central Luzon	
04 - CALABARZON	<b>November 20-22, 2023</b>
05 - Bicol Region	
06 - Western Visayas	
07 - Central Visayas	<b>November 23-24,&amp; 28, 2023</b>
08 - Eastern Visayas	
09 - Zamboanga	
10 - Northern Mindanao	<b>November 29- December 01, 2023</b>
11 - Davao Region	
15A - BARMM	
13 - NCR	<b>December 04-06, 2023</b>
14 - CAR	
17 - MIMAROPA	
12 - Soccsksargen	<b>December 7-8 &amp; 11, 2023</b>
15B - BARMM	
16 - CARAGA	

In case of any technical issues, kindly fill out the attached form. The UniFAST ICT team will be readily available to assist HEIs to ensure a smooth uploading process.

Thereafter, the UniFAST Board will determine how the available NEW TES slots will be allocated considering the total number of TES applicants and the available budgetary allocation for this purpose.

Please be informed that the application does not guarantee approval and inclusion in the TES program.

The UniFAST Regional Coordinators are immediately requested to disseminate this Memorandum to the concerned HEIs.

Thank you for your cooperation and immediate compliance.