



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

Ground Floor, Philippine Social Science Council Bldg. Commonwealth Avenue, Diliman Quezon City
Tel No. 9229630 Email. unifastsecretariat@ched.gov.ph



FHE-02-2018

MEMORANDUM

To : **ALL PRESIDENTS AND OFFICERS-IN-CHARGE
REGISTRARS AND ACCOUNTANTS
STATE UNIVERSITIES AND COLLEGES
CHED-RECOGNIZED LOCAL UNIVERSITIES AND COLLEGES**

**DR. TIRSO A. RONQUILLO
PRESIDENT, PHILIPPINE ASSOCIATION OF STATE
UNIVERSITIES AND COLLEGES (PASUC)**

**DR. ELENA E. PRESNEDI
OFFICER-IN-CHARGE PRESIDENT, ASSOCIATION OF LOCAL
COLLEGES AND UNIVERSITIES (ALCU)**

Subject : **EXPEDITING FREE HIGHER EDUCATION BILLINGS FOR THE
FIRST SEMESTER AY 2018-2019**

Date : **25 SEPTEMBER 2018**

Please submit immediately to the UNIFAST Secretariat your statement of billing for first semester SY 2018-19 pertaining to the implementation of RA 10931 otherwise known as the Universal Access to Quality Tertiary Education Act initially to be supported by the following:

1. Billing Statement indicating the amounts for tuition fee and miscellaneous fees duly certified/signed by the Registrar and Chief Accountant and approved by the President and;
2. Soft copy of Certificate of Registration (COR) of students

The UNIFAST Secretariat shall directly coordinate with your institution regarding the submission of other pertinent/supporting data.

**J. PROSPERO E. DEVERA III, DPA
Officer-in-Charge
Commission on Higher Education
and UniFAST Governing Board**

cc : UniFAST Governing Board Members
UniFAST OIC Executive Director IV and UniFAST Secretariat
CHED Commissioners
CHED Regional Directors
Ms. Luisa S. Valencia, CESO III, Director IV, CHED-AFMS

