



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

Ground Floor, Philippine Social Science Council Bldg. Commonwealth Avenue, Diliman Quezon City  
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**MEMORANDUM FROM THE OFFICE OF THE EXECUTIVE DIRECTOR**

**TO : LUIS M. SOROLLA, JR., SUC PRESIDENT, WEST VISAYAS STATE UNIVERSITY**  
**VANESSA V. ASCAÑO, VICE PRESIDENT FOR FINANCE, PLANNING AND DEVELOPMENT UNIVERSITY OF SCIENCE AND TECHNOLOGY OF SOUTHERN PHILIPPINES**  
**IMELDA B. GALINATO, CHIEF ACCOUNTANT, BENGUET STATE UNIVERSITY**  
**DEBBIE E. ALILAYA OIC, MUNICIPAL ACCOUNTING OFFICE, KAPALONG COLLEGE OF AGRICULTURE, SCIENCES AND TECHNOLOGY**  
**ALICIA E. CRUZ – BARAZON, CITY ACCOUNTANT, POLYTECHNIC COLLEGE OF THE CITY OF MEYCAUAYAN**  
**VICTORINA MENDOZA FINANCE OFFICER PAMANTASAN NG LUNGSOD NG MUNTINLUPA**

**SUBJECT : NOTICE OF MEETING WITH THE COMMISSION ON AUDIT ON CLARIFICATION OF CERTAIN PROVISIONS OF THE FREE HIGHER EDUCATION GUIDELINES OF R.A. 10931**

**DATE : 30 MAY 2018**

Pursuant to the mandate of the Universal Access to Quality Tertiary Education Act directing the UniFAST Secretariat to lead in the preparation of Free Higher Education (Free HE) Guidelines, a National Public Consultation for the Free HE Guidelines was conducted on 16 May 2018 and a follow-up Workshop with SUC and CHED Recognized LUC Accountants was held on 28 May 2018 at the CHED Auditorium. During the 28 May 2018 forum, the need to further consult with the Commission on Audit was raised in order to resolve pending issues and concerns relative to the transfer of fund for Free HE.

Upon this urgent request of the attendees, the UniFAST Secretariat agreed to set a special meeting with COA, AFMS and representatives of SUC and CHED-recognized LUCs. As the duly selected representative for the SUC and CHED Recognized LUCs during the above forum, we would like to invite you to attend the meeting scheduled **on 5 June 2018 (Tuesday), 2 – 5PM at the CHED Conference Room 1, 4/F, HEDC Building, C.P. Garcia Avenue, UP Diliman, Quezon City.**

Your full support and cooperation will be highly appreciated.

  
**ATTY. CARMELITA YADAO-SISON MNSA, Ph.D.**  
OIC, Executive Director IV, UniFAST

