



**MEMORANDUM FROM THE OFFICE OF THE EXECUTIVE DIRECTOR
TES-43-2019**

For : **ALL PRESIDENTS/HEADS OF STATE UNIVERSITIES AND COLLEGES,
CHED-RECOGNIZED LOCAL UNIVERSITIES AND COLLEGES, AND PRIVATE HIGHER
EDUCATION INSTITUTIONS WITH TES GRANTEE WHO ARE ALSO PERSONS WITH
DISABILITIES (PWDs)**

ALL REGIONAL DIRECTORS
Commission on Higher Education

ALL UNIFAST REGIONAL COORDINATORS

From : *Carmelita Yadao-Sison*
ATTY. CARMELITA YADAO-SISON MNSA, PhD.
OIC, Executive Director IV *and*
Unified Student Financial Assistance System for Tertiary Education

Subject: **REMINDERS TO ALL PRESIDENTS/HEADS OF STATE UNIVERSITIES AND
COLLEGES, CHED-RECOGNIZED LOCAL UNIVERSITIES AND COLLEGES, AND
PRIVATE HIGHER EDUCATION INSTITUTIONS ON THE SUBMISSION OF BILLING
DOCUMENTS FOR TES GRANTEE WHO ARE
VERIFIED AND VALIDATED AS PWDs**

Date : 11 July 2019

This has reference to the Memorandum Orders (TES-23-2019 and TES-25-2019) issued by the undersigned on April 25, 2019 and April 29, 2019, respectively, requiring the SUCs, CHED-Recognized LUCs, and private Higher Education Institutions to **submit the billing documents of TES student-grantees in Academic Year 2018-2019 who are also PWDs.**

In this regard, the UniFAST Secretariat reminds **all Presidents/Heads of SUCs, CHED-recognized LUCs, and private Higher Education Institutions to submit the billing documents on or before July 26, 2019 to the CHED Regional Offices in order that the payments of additional TES grants may be expedited.**

All UniFAST Regional Coordinators are hereby enjoined to monitor the submission of the billing documents and facilitate the official endorsements of the billing documents as well as the verified and validated master list of TES grantees who are also PWDs (attested by CHED Regional Directors) to **Atty. Carmelita Yadao-Sison MNSA, Ph.D., Officer-in-Charge, Office of the Executive Director IV – Unified Student Financial Assistance System for Tertiary Education (UniFAST).**

For information and widest dissemination, appreciating your full compliance with the foregoing.

cc.: **J. Prospero E. De Vera III, DPA**
Chairman, CHED and UniFAST Board

