



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-54-2019

For : **ALL REGIONAL DIRECTORS**  
Commission on Higher Education

**Attention: All UniFAST Regional Coordinators**

From : *Carmelita Yadao-Sison*  
**ATTY. CARMELITA YADAO-SISON MNSA, Ph.D., CESE**  
OIC, Office of the Executive Director IV *JS*

Subject : **SUBMISSION OF A SAMPLE CERTIFICATE OF REGISTRATION (COR) DULY CERTIFIED BY THE STATE UNIVERSITIES AND COLLEGES (SUCs) AND CHED-RECOGNIZED LOCAL UNIVERSITIES AND COLLEGES (LUCs) WITH QUALIFIED BENEFICIARIES OF TERTIARY EDUCATION SUBSIDY (TES) IN A.Y. 2018-2019 FOR PURPOSES OF THE UNIFAST COMMENT TO COA AUDIT OBSERVATION MEMORANDUM NO. CHED-COA 2019-019 (101)**

Date : 15 October 2019

This has reference to the Audit Observation Memorandum (AOM) No. CHED-COA 2019-019 (101) issued by the Commission on Audit to CHED-UniFAST on October 2, 2019 concerning the fund transfers of Tertiary Education Subsidy (TES) benefits to State Universities and Colleges (SUCs) and CHED-recognized Local Universities and Colleges (LUCs) for the implementation of the TES program in Academic Year (AY) 2018-2019.

One of the findings and issues observed in the AOM referred to the alleged **non-submission of the Certificates of Registration issued by the respective Registrars of each SUC and CHED-recognized LUC** that the COA Auditor was looking for as one of the basis in transferring the full amount of grant of P40,000 for the whole A.Y. 2018-2019.

In this regard, the UniFAST Secretariat hereby requests each CHED Regional Office to endorse to UniFAST Secretariat one sample of the Certificates of Registration submitted by each SUC and CHED-recognized LUC as a requirement for verification and validation process that the TES student-grantees are officially enrolled in A.Y. 2018-2019. Due to time constraints in preparing and filing our comments to the AOM, we request that these certifications be submitted to the UniFAST Secretariat **on or before October 18, 2019** since these certifications will form part of the supporting documents that will be submitted to the COA AOM on October 21, 2019.

Thank you for your full cooperation and compliance in order to properly and satisfactorily respond to the COA Audit Observation Memorandum.

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

