



MEMORANDUM FROM THE OFFICE OF THE EXECUTIVE DIRECTOR

For : **ALL REGIONAL COORDINATORS**

Through : **ATTY. CINDERELLA FILIPINA S. BENITEZ-JARO**
Executive Director IV, CHED

ALL CHED REGIONAL DIRECTORS

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

Subject: **DEADLINE FOR VALIDATION AND VERIFICATION PROCESS OF THE DOCUMENTARY REQUIREMENTS OF TERTIARY EDUCATION PROGRAM (TES) GRANTEES FOR SECOND SEMESTER OF ACADEMIC YEAR 2020-2021**

Date : **09 July 2021**

To ensure that the processing of disbursement of Tertiary Education Subsidy (TES) grants for ongoing and new grantees for 2nd Semester of Academic Year 2020-2021 will be expedited, the UniFAST Regional Coordinators are hereby directed to facilitate the validation and verification process of documentary requirements based on the timeline of activities shown below:

Activity	Period	Responsible Office/Person
Deadline of Validation and Verification process	July 31, 2021	UniFAST Regional Coordinators
Submission of TES Certification of validated grantees, duly certified by the CHED Regional Director	August 2-6, 2021	CHED Regional Offices
Release of Masterlist of Qualified Grantees under the TES for 2 nd Semester of A.Y. 2020-2021	August 9-12, 2021	UniFAST Secretariat.

The TES Validation Portal will be closed after the aforementioned deadline. Thereafter, the CHED Regional Offices will proceed with the billings and disbursements process for HEIs. The UniFAST Regional Coordinators are enjoined to disseminate this Memorandum to the concerned HEIs. CHEDROs are enjoined to finish the validation even before the deadline so as to efficiently speed up the next processes.

For your reference and guidance. Thank you.

vbg 7-9-21

