



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



**TO : CHED REGIONAL DIRECTORS AND OFFICERS-IN-CHARGE  
UNIFAST REGIONAL COORDINATORS**

**THRU : ATTY. CINDERELLA FILIPINA S. BENITEZ-JARO**  
Executive Director, Commission on Higher Education

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

**SUBJECT : DISBURSEMENT OF TERTIARY EDUCATION SUBSIDY (TES) FOR  
GRANTEES UNDER THE EXPANDED STUDENT'S GRANTS-IN-AID  
PROGRAM FOR POVERTY ALLEVIATION (ESGP-PA) IN THE  
FIRST SEMESTER OF ACADEMIC YEAR 2020-2021**

**DATE : March 05, 2021**

---

1. Further to our memorandum dated February 26, 2021, as the Special Allotment Release Order (SARO) for continuing grantees for TES in the 1<sup>st</sup> Semester of A.Y. 2020-2021 is already with the Regions, in accordance with provision XI.5. of CHED-UniFAST-DBM Joint Memorandum Circular No. 04, series of 2020, the CHED Regional Offices may now download the TES benefits (TES-2 and TES-3A) for grantees under the Tertiary Education Subsidy – Expanded Student's Grants-in-Aid Program for Poverty Alleviation in SUCs for the 1<sup>st</sup> Semester of AY 2020-2021 in the following manner:

- The benefits shall be disbursed by the CHED Regional Office to the grantees through the Higher Education Institutions (HEIs).
- The HEIs shall disburse the subsidy to the grantees through a payroll system or through other modes of payment such as remittance centers.

For purposes of monitoring, the CHED Regional Offices must submit in electronic format an Official Roster of Continuing TES grantees in the 1<sup>st</sup> Semester of AY 2020-2021, prepared by the UniFAST Regional Coordinators, certified by the Chief Education Program Specialist, and approved by the CHED Regional Director as well as the Certification from the CHED Regional Offices, signed by the CHED Regional Directors endorsing said Official Roster and certifying that the same has been validated and verified (see Annex "A").

2. The CHEDROs must ensure that an Official Receipt (OR) has been submitted by the HEIs upon receipt of the TES and the corresponding administrative support cost for the HEI.
3. Liquidation of funds transferred to the SUCs for this purpose shall be in accordance with XVI of said JMC.



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](mailto:unifastsecretariat@ched.gov.ph)



4. The method of disbursement through the Land Bank Mastercard Prepaid Cards in the 2<sup>nd</sup> Semester shall be announced once the preliminary processes with the Land Bank of the Philippines has been completed.

Thank you.

cc: Atty. Septon A. De La Cruz, OIC Director IV, CHED-AFMS

**CERTIFICATION**

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

THRU : **ATTY. CINDERELLA FILIPINA S. BENITEZ-JARO**  
 Executive Director, Commission on Higher Education

DATE : **[DATE OF CERTIFICATION]**

Pursuant to X and XII of CHED-UniFAST-DBM Joint Memorandum Circular No. 04, Series of 2020, this Office hereby endorses and submits to the UniFAST Secretariat the attached official roster of continuing Tertiary Education Subsidy (TES) grantees in the 1<sup>st</sup> Semester of Academic Year 2020-2021 in the following public higher education institutions (HEIs):

No.	Name of HEI	Number of Recipients of TES-2	Number of Recipients of TES-3A	Total Amount of TES-2	Total Amount of ASC (1% of TES-2)	Total Amount of TES-3A	Total amount of TES Claims (TES-2 + ASC + TES-3A)
		ESGPPA					

We hereby certify and attest to the veracity of the documentary requirements received by the CHED Regional Office from the TES grantees in compliance with said JMC and verified and validated by the undersigned Regional Coordinators. We also certify that the above amounts have been downloaded to these public higher education institutions in compliance with XI.5. of said JMC.

Validated, verified and prepared by:

(Regional Coordinators)

Certified by:

(Chief Education Program Specialist)

Approved by:

(Regional Director)\_