



**MEMORANDUM CIRCULAR NO. 5**  
**Series of 2023**

**TO :** COMMISSION ON HIGHER EDUCATION (CHED) CENTRAL AND REGIONAL OFFICES  
STATE UNIVERSITIES AND COLLEGES (SUCs)  
CHED-RECOGNIZED LOCAL UNIVERSITIES AND COLLEGES (LUCs)  
PRIVATE HIGHER EDUCATION INSTITUTIONS (Private HEIs)  
OTHER CONCERNED STAKEHOLDERS

**SUBJECT:** TERTIARY EDUCATION SUBSIDY (TES) SLOTS FOR FISCAL YEAR 2023

Pursuant to Section 7 of Republic Act 10931 mandating that the UniFAST Board shall administer the TES and Section 24 of the Implementing Rules and Regulations (IRR) of Republic Act 10931 that states that the amount of subsidy of the TES shall be based on the guidelines set forth by the UniFAST Board and on the annual budgetary appropriations for this purpose, and consistent with UniFAST Board Resolution Nos. 028, Series of 2023, "*Approving the Allocation of Fifty Percent (50%) of the Remaining Universal Access to Quality Tertiary Education (UAQTE) Funds under Fiscal Year (FY) 2022 to Tertiary Education Subsidy (TES) Grantees in Private Higher Education Institutions, excluding Private Higher Education Institutions in Cities or Municipalities without State Universities and Colleges and Local Universities and Colleges (PNSL), in Academic Year (AY) 2022-2023*" and UniFAST Board Resolution Nos. 029, Series of 2023, "*Approving the Allocation of Tertiary Education Subsidy (TES) Funds under Universal Access to Quality Tertiary Education (UAQTE) for Fiscal Year (FY) 2023 and Related Allocation Policies*", the following guidelines is hereby issued to properly implement the Tertiary Education Subsidy (TES) program for fiscal year 2023 onwards, unless otherwise revoked or amended by the UniFAST Board:

**SECTION 1. ALLOCATION OF FIFTY PERCENT (50%) AVAILABLE UAQTEA FY 2022 CONTINUING FUNDS FOR TES IN PRIVATE HEIs EXCLUDING PNSL, FOR FY 2023.**

Consistent with the proposal of the Coordinating Council of Private Educational Associations of the Philippines (COCOPEA) dated 26 June 2023 and as agreed upon in the 42<sup>nd</sup> Regular UniFAST Board Meeting and in the 9<sup>th</sup> UniFAST Special Board Meeting, the other fifty percent (50%) equivalent to *four hundred thirty million, sixteen thousand, one hundred seventy nine pesos and seventeen centavos (Php430, 016, 179.17)* out of the *eight hundred sixty million, thirty-two thousand, three hundred fifty eight pesos and thirty-five centavos (Php860,032,358.35)* available Continuing FY 2022 UAQTEA funds, is hereby allocated to open new TES slots of Academic Year 2022-2023 for students in Private Higher Education Institutions (PHEIs) *excluding* students in Private Higher Education Institutions in cities or municipalities without State Universities and Colleges and Local Universities and Colleges (PNSLs).

- a. Student applicants in Academic Year 2021-2022 from Private Higher Education Institutions (PHEIs) *excluding* students in Private Higher Education Institutions in cities or municipalities without State Universities and Colleges and Local Universities and Colleges (PNSLs) shall be prioritized by the UniFAST Secretariat using the latest Listahanan ranked according to per capita household income.
- b. Qualified students shall be validated using school documents in the 2nd Semester of AY 2022-2023 and shall receive twenty thousand pesos (Php20,000.00) for the second semester of AY 2022-2023 to cover the full or partial cost of Tuition and Other School Fees (TOSF).





- c. Thereafter, qualified grantees shall be considered as Continuing Grantees, subject to validation, for the 1<sup>st</sup> semester of AY 2023-2024 onwards, and shall receive a subsidy rate amount of twenty thousand pesos (Php20,000.00) per academic year or ten thousand pesos (Php10,000.00) per semester, to cover the full or partial cost of tuition and other school fees (TOSF).
- d. Administrative support cost (ASC) remains at 1%.

## **SECTION 2. ALLOCATION OF TES SLOTS UNDER THE 2023 UAQTEA FUNDS.**

Consistent with the proposal of the Coordinating Council of Private Educational Associations of the Philippines (COCOPEA) and as agreed upon in the 9<sup>th</sup> UniFAST Special Board Meeting, the TES slots under the 2023 UAQTEA funds shall be allocated as follows:

- a. Qualified student applicants in AY 2021-2022 from Private Higher Education Institutions (HEIs) in cities or municipalities without SUCs or LUCs (PNSL), shall receive forty thousand pesos (Php40,000.00) for the second semester of AY 2022-2023 to cover their full or partial payables for tuition and other school fees (TOSF) from their respective HEIs.
- b. For this purpose, the UniFAST Secretariat shall prioritize the applicants from Private Higher Education Institutions (HEIs) in cities or municipalities without SUCs or LUCs (PNSL), uploaded in the TES portal in AY 2021-2022.
- c. Qualified students shall be validated using school documents in the 2nd semester of AY 2022-2023 and a certificate of residency, as required under the rules.
- d. Thereafter, qualified grantees shall be considered as Continuing Grantees, subject to validation, for the 1<sup>st</sup> semester of AY 2023-2024 onwards, and shall receive a subsidy rate amount of twenty thousand pesos (Php20,000.00) per academic year or ten thousand pesos (Php10,000.00) per semester, to cover the full or partial cost of tuition and other school fees (TOSF).
- e. In case the TOSF is lower than ten thousand pesos (Php10,000.00) per semester, the difference shall be given to the student.
- f. Administrative support cost (ASC) remains at 1%.

**SECTION 3. NEW TES SLOTS FOR 1<sup>ST</sup> SEMESTER ACADEMIC YEAR 2023-2024.** Due to limited available funds, new TES slots for the 1<sup>st</sup> semester of AY 2023-2024 shall be allocated as follows:

- a. New TES slots for 1<sup>st</sup> semester AY 2023-2024 shall be divided equally between students from private HEIs, including PNSLs and public HEIs (SUCs and LUCs).
- b. For the available funds, student applicants shall be ranked by the UniFAST Secretariat using the latest Listahanan ranked according to per capita household income.
- c. For private HEIs, qualified new grantees shall receive a subsidy of twenty thousand pesos (Php20,000.00) per academic year or ten thousand pesos





(Php10,000.00) per semester to cover the full or partial cost of Tuition and Other School Fees (TOSF). In case the TOSF per semester is lower than ten thousand pesos (Php10,000.00), the difference shall be given to the student. The Administrative Support Cost (ASC) remains at 1%.

- d. For public HEIs, qualified new grantees shall receive a subsidy of twenty thousand pesos (Php20,000.00) per academic year or ten thousand pesos (Php10,000.00) per semester for education related expenses. The Administrative Support Cost (ASC) remains at 1%.
- e. For both private and public HEIs, qualified new TES Grantees who are Persons With Disabilities (PWDs) - TES-3A shall receive an additional subsidy of ten thousand pesos (Php10,000.00) per academic year or five thousand pesos (Php 5,000.00) per semester.

#### **SECTION 4. CONTINUING TES GRANTEES FOR 2<sup>ND</sup> SEMESTER AY 2022-2023.**

- a. Continuing TES grantees in private HEIs, including PNSL, in 2<sup>nd</sup> Semester of AY 2022-2023 shall receive the same amount of subsidy, specifically, sixty thousand pesos (Php60,000.00) per academic year or thirty thousand pesos (Php30,000.00) per semester, until they graduate. Maximum Residency Rule (MRR) shall strictly apply.
- b. Continuing TES grantees in public HEIs in 2<sup>nd</sup> Semester of AY 2022-2023 shall receive the same amount of subsidy, specifically, forty thousand pesos (Php40,000.00) per academic year or twenty thousand pesos (Php20,000.00) per semester, until they graduate. Maximum Residency Rule (MRR) shall strictly apply.
- c. Continuing PWD TES grantees in both public and private HEIs in 2<sup>nd</sup> Semester of AY 2022-2023 shall receive the same amount of additional subsidy, specifically: thirty thousand pesos (Php30,000.00) per academic year or fifteen thousand pesos (Php15,000.00) per semester, until they graduate.

**SECTION 5. TES 3-B. ONE-TIME MAXIMUM REIMBURSEMENT FOR LICENSURE EXAMINATIONS.** For both private and public HEIs, qualified TES graduates in Academic Year 2022-2023 onwards, in courses requiring licensure examinations - TES-3B shall receive a maximum one-time reimbursement of eight thousand pesos (Php8,000.00) to cover the full or partial cost of taking the said licensure examinations.

**SECTION 6. SEPARABILITY CLAUSE.** If any part or provision of these guidelines is declared void, unconstitutional or invalid, by operation of law or rules and regulations, the other parts or provisions hereof not affected shall continue to be in full force and effect.

**SECTION 7. REPEALING CLAUSE.** All other existing issuances, memorandum circulars, orders, and memoranda that are contrary to or inconsistent with any of the provisions of this Memorandum Circular shall be deemed repealed or modified accordingly.



**SECTION 8. EFFECTIVITY.** This memorandum shall take effect immediately.

Approved by the UniFAST Board through UniFAST Board Resolution Nos. 2023-028 and 2023-029, issued in its 9<sup>th</sup> UniFAST Special Board Meeting on July 28, 2023.

Signed this 31<sup>st</sup> day of July 2023 in Quezon City.

UniFAST Board

**(Signed)**

J. PROSPERO E. DE VERA III, DPA  
Chairman  
Commission on Higher Education  
and the UniFAST Board

Attested by:

**(Signed)**

ATTY. RYAN L. ESTEVEZ, DPA  
OIC, Office of the Executive Director IV  
UniFAST Secretariat