



UNIVERSITY OF THE PHILIPPINES DILIMAN

Office of the University Registrar

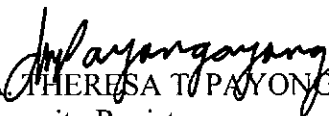
Phone 981-8500 ext. 4551, 4552, 4553 / 927-6084 * P.O. Box 161, Diliman, QC 1101 * email: our@upd.edu.ph

11 September 2019

OUR Memorandum No. MTTP 2019-19

To: College Secretaries

From:


MA. THERESA T. PAYONGAYONG, PhD
University Registrar

Subject: Compliance with CHED Memo FHE-10-2019

Kindly accomplish the attached Commission on Higher Education (CHED) template in compliance with CHED Memo FHE-10-2019 [Request for submission of the list of subjects with laboratory fee which is included in the 12 other school fees under the Free Higher Education (FHE) Program of RA 10931].

Please submit the accomplished template to OUR Registration and Clearance Section via this email: admission.our@upd.edu.ph, on or before **Tuesday, 17 September 2019**.

Thank you.

Dylene/OUR2019



Republic of the Philippines
Unified Student Financial Assistance System for Tertiary Education

Ground Floor, Bldg. E. U.P. Ayala Land Technohub Complex, Commonwealth Ave. Diliman, Quezon City
Email: unifastsecretariat@ched.gov.ph



**MEMORANDUM FROM THE OFFICE OF EXECUTIVE DIRECTOR
FHE-10-2019**

**For : ALL PRESIDENTS AND OFFICERS-IN-CHARGE, REGISTRARS
State Universities and Colleges/
CHED-Recognized Local Universities and Colleges**

Carmelita Yadao-Sison
**From : ATTY. CARMELITA YADAO-SISON MNSA, PhD
OIC, Executive Director
UniFAST, Secretariat**

**Subject : REQUEST FOR SUBMISSION OF THE LIST OF SUBJECTS WITH
LABORATORY FEE WHICH IS INCLUDED IN THE 13 OTHER
SCHOOL FEES UNDER THE FREE HIGHER EDUCATION
(FHE) PROGRAM OF R.A. 10931**

Date : September 5, 2019

As part of the due diligence in the processing of your Free Higher Education billings, particularly for **laboratory fees**, the UniFAST Secretariat hereby requests for a complete list of subjects with laboratory component, duly certified by the University/College Registrar using the attached template which will be used as a basis for evaluating the completeness, consistency and accuracy of the data that you submitted to the Secretariat. As defined in the Implementing Rules and Regulations of R.A. 10931, "Laboratory Fee" pertains to fees intended for the use of various laboratory facilities required for curricular instruction and research, regardless of subject areas and teaching venues which does not include the use of computer laboratories.

Should you have any further concerns related to this matter, please direct your communication to the UniFAST Secretariat with email address: unifastsecretariat@ched.gov.ph

Your utmost cooperation and response is highly appreciated.

cc:



SUC/LUC Logo
SUC/LUC Name
Address

List of Subjects in Courses that have Laboratory component with Laboratory Fee in Academic Year 2018-2019

No.	Subject	Course	Laboratory Facility Used	Remarks
1				
2				
3				
4				
5				
6				
7				
8				
9				

Certified by:

University /College Registrar

