



Republic of the Philippines
Office of the President
COMMISSION ON HIGHER EDUCATION
REGIONAL OFFICE NO. VIII

CHED VIII MEMORANDUM
No. 30, S. 2016

**TO : PRESIDENTS/ADMINISTRATORS/HEADS OF PUBLIC
AND PRIVATE HIGHER EDUCATION INSTITUTIONS**

**SUBJECT : STUDENT SERVICES AND SCHOLARSHIP PROGRAM
MONITORING**

DATE : April 8, 2016

Pursuant to Republic Act 7722 otherwise known as "Higher Education Act of 1994" and CHED Memorandum Order (CMO) No. 9, S. 2013, "Enhanced Policies and Guidelines on Student Affairs and Services", the staff of the Scholarship and Student Services Unit of the office will conduct monitoring and evaluation visits in all public and private higher education institutions throughout the year. The visit will be focused on the student affairs and services and scholarship programs implemented by the institution.

During the visit, the following school officials are requested to be present: Dean Student Affairs and Services, Scholarship Coordinator, NSTP Coordinator, Guidance Counselor, Registrar, Outreach/Extension Program Coordinator.

Attached are the monitoring instruments and the SAS Report Forms which has to be accomplished by concerned staff and will be validated and retrieved during the visit.

For your guidance and appropriate action.

Maura Consolacion D. Cristobal
MAURA CONSOLACION D. CRISTOBAL, Ed.D, CESO III
Director IV

zcs 4/8/16

**CHEDRO VIII
RELEASED
04-08-16**

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