



Republic of the Philippines
North Eastern Mindanao State University

MEMORANDUM FROM THE OFFICE OF THE PRESIDENT

No. 0138, s. 2025

TO: All Vice Presidents, Campus Directors, University Registrar,
Planning Officer III, CAO & SAO Finance
All others concerned

DATE: 11 March 2025

SUBJECT: URGENT SUBMISSION OF CONSOLIDATED SUC ADMISSION
DATA FOR THE 1ST SEMESTER OF AYS 2021-2024



Greetings of peace and solidarity.

Pursuant to **PASUC Advisory No. 031, s. 2025**, issued by PASUC President Dr. Tirso A. Ronquillo, and in line with the requirements of the **Department of Budget and Management (DBM) and CHED-UniFAST**, all **State Universities and Colleges (SUCs)** are required to submit **updated and consolidated data** on Free Higher Education (FHE) and enrollment for the **First Semester of Academic Years 2021-2024**.

In compliance with this directive and to ensure **data accuracy and timely submission**, the following actions are hereby undertaken:

1. The University Registrar shall serve as the **Focal Person** responsible for gathering, verifying, and consolidating the required data from all campuses. Campus Registrars shall coordinate closely with the University Registrar for submission.
2. Campus Directors must ensure that their respective registrars provide accurate admission and enrollment data. The **Planning Unit** and **Finance Units** shall provide relevant supporting information for budgetary considerations.
3. All consolidated data must be submitted to the **Office of the University Registrar** no later than **12:00 NN on March 12, 2025** for final validation and transmission to PASUC on or before **March 13, 2025, at 3:00 PM**.
4. The Focal Person shall submit the final report using the **PASUC Online Survey Form** via this link: <https://forms.gle/mC7BwnE6D98QrHoJ9>.

Given the urgency of this matter, all concerned offices are directed to prioritize this task and ensure full compliance. Non-submission or delays may impact NEMSU's funding allocation and institutional planning for future enrollments.

For any clarifications, please coordinate with the **Office of the University Registrar** or contact the PASUC Secretariat at secretary@pasuc.org.ph or **0917-859-5428**.

Your immediate cooperation is expected and highly appreciated. Wide and immediate dissemination of this memorandum to all concerned is highly desired. Padayon sa pag-ALPAS NEMSU!



Republic of the Philippines
North Eastern Mindanao State University

For the grassroots and in the spirit of vibrant leadership,


NEMESIO G. LOAYON
SUC President III

Enc.: PASUC Advisory No. 031, s. 2025

Subject: **URGENT SUBMISSION OF CONSOLIDATED SUC ADMISSION
DATA FOR THE 1ST SEMESTER OF AYS 2021-2024**



PHILIPPINE ASSOCIATION OF STATE UNIVERSITIES AND COLLEGES

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Tel. Nos. (02) 8376-6213 / 8376-6217

PASUC ADVISORY NO. 031, s. 2025

For : All SUC Presidents/Heads

From : Dr. Tirso A. Ronquillo
President

Subject : **URGENT SUBMISSION OF SUC ADMISSION DATA FOR THE 1ST SEMESTER OF AYs 2021-2024**

Date : March 7, 2025



This concerns the submission of SUC data on Free Higher Education (FHE) and enrolment, which was provided to the Department of Budget and Management (DBM) Budget and Management Bureau (BMB)-F on February 15, 2025. We kindly request the urgent submission of additional SUC data to further assist DBM and CHED-UniFAST in analyzing the admission rate in relation to the annual enrolment growth in SUCs.

To ensure data accuracy, each SUC must submit only one consolidated response. We strongly encourage the designation of a Focal Person responsible for gathering and submitting data from all concerned offices and campuses.

Please complete the **Online Survey Form** through the following link: <https://forms.gle/mC7BwnE6D98QrHoJ9> no later than **3:00 PM on Thursday, March 13, 2025**. A survey form template is attached for your reference and guidance.

For further inquiries, your office may contact the PASUC Secretariat via email at secretary@pasuc.org.ph or mobile no. 0917-859-5428.

We greatly appreciate your prompt attention to this request and your continued cooperation.

TIRSO A. RONQUILLO, ASEAN Eng.
President

URGENT SUBMISSION OF DATA ON SUC ADMISSION RATE FOR AYs 2021-2024

Please provide consolidated information for all campuses, ensuring only one response per SUC is submitted.

If you have any questions or need further clarification regarding this survey, please contact the PASUC Secretariat via email at secretary@pasuc.org.ph or by mobile at 0917-859-5428.

Thank you very much for your prompt response!

* Indicates required question

1. Email *

20. **Full Name of the SUC Focal Person for this survey ***

FirstName LastName

21. **Position/Designation, Name of Office ***

e.g. Executive Assistant, Office of the President

22. **Mobile Number of the Focal Person for this survey ***

For data validation purposes

I. DATA ON ADMISSION FOR THE 1ST SEMESTER OF AY 2021-2022

23. **1. Total number of freshmen applicants for admission in the 1st semester of AY 2021-2022 ***

(COLLEGE/UNDERGRADUATE/BACHELOR'S DEGREE ONLY; does not include graduate school, medical and law students and basic education enrolment)

24. **2. Total number of freshmen admitted for the 1st semester of AY 2021-2022 ***

(COLLEGE/UNDERGRADUATE/BACHELOR'S DEGREE ONLY; does not include graduate school, medical and law students and basic education enrolment)

II. DATA ON ADMISSION FOR THE 1ST SEMESTER OF AY 2022-2023

25. **1. Total number of freshmen applicants for admission in the 1st semester of AY 2022-2023 ***

(COLLEGE/UNDERGRADUATE/BACHELOR'S DEGREE ONLY; does not include graduate school, medical and law students and basic education enrolment)

26. **2. Total number of freshmen admitted for the 1st semester of AY 2022-2023 ***

(COLLEGE/UNDERGRADUATE/BACHELOR'S DEGREE ONLY; does not include graduate school, medical and law students and basic education enrolment)

III. DATA ON ADMISSION FOR THE 1ST SEMESTER OF AY 2023-2024

27. **1. Total number of freshmen applicants for admission in the 1st semester of AY 2023-2024 ***

(COLLEGE/UNDERGRADUATE/BACHELOR'S DEGREE ONLY; does not include graduate school, medical and law students and basic education enrolment)

28. **2. Total number of freshmen admitted for the 1st semester of AY 2023-2024 ***

(COLLEGE/UNDERGRADUATE/BACHELOR'S DEGREE ONLY; does not include graduate school, medical and law students and basic education enrolment)

IV. DATA ON ADMISSION FOR THE 1ST SEMESTER OF AY 2024-2025

29. **1. Total number of freshmen applicants for admission in the 1st semester of AY 2024-2025 ***

(COLLEGE/UNDERGRADUATE/BACHELOR'S DEGREE ONLY; does not include graduate school, medical and law students and basic education enrolment)

30. **2. Total number of freshmen admitted for the 1st semester of AY 2024-2025 ***

(COLLEGE/UNDERGRADUATE/BACHELOR'S DEGREE ONLY; does not include graduate school, medical and law students and basic education enrolment)

Kindly review your answers and responses. If this is already complete and final, you may now submit by clicking the button below.