



COMMISSION ON HIGHER EDUCATION

REGIONAL OFFICE XI

REGIONAL MEMORANDUM

No. 029, S. 2022

For : **PRESIDENTS/HEADS OF PUBLIC AND PRIVATE HIGHER EDUCATION INSTITUTIONS (HEIs)**

Attention : **HEI REGISTRARS / RECORDS OFFICERS**

Subject : **RESCHEDULING OF THE ORIENTATION ON THE WEB-BASED SPECIAL ORDER (S. O.) APPLICATION SYSTEM AND DISCUSSION ON THE ENHANCED GUIDELINES ON THE APPLICATION, PROCESSING, AND ISSUANCE OF SPECIAL ORDER FROM SEPTEMBER 9, 2022 TO SEPTEMBER 15, 2022, 1:00 PM TO 5:00 PM AT THE SOPHIA HALL, AGRO-INDUSTRIAL FOUNDATION COLLEGE OF THE PHILIPPINES, DAVAO CITY**

Date : **September 9, 2022**

This Office hereby informs all the **HEI Registrars/Records Officers** of the rescheduling of the **Orientation on the Web-Based Special Order Application System** from **September 9, 2022 to September 15, 2022, 1:00 PM to 5:00 PM**. It will also be done in person at the **Sophia Hall, Agro-Industrial Foundation College of the Philippines**, Bolton Riverside, Ecoland Drive, Matina, Davao City.

We would like also to solicit comments and feedback from the participants on the **Enhanced Guidelines on the Application, Processing, and Issuance of Special Order** which can be accessed through this link: bit.ly/Enhanced-Special-Order.

For queries and concerns, your Focal Person may coordinate with Engr. Rodrigo S. Pangantihon, Jr., Education Supervisor II, at mobile number: 09334556611 or email address: rpangantihon@ched.gov.ph.

Thank you in anticipation for your usual support and cooperation.


MARICAR R. CASQUEJO, PhD, CESO III
Director IV

Control Number: 2022-____-____-

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