



ATENEIO DE MANILA UNIVERSITY

UNIVERSITY REGISTRAR

03 June 2024

TO Deans,
Department Chairs and Program Directors,
Academic Advisers and Coordinators,
Full-Time and Part-Time Faculty Members,
Department/Program Secretaries, and
Undergraduate Students of the Gokongwei Brothers School of
Education and Learning Design, School of Humanities, John Gokongwei School of
Management, School of Science and Engineering, and School of Social Sciences

FROM (Sgd)Marlene M. De Leon, Ph.D.
University Registrar

SUBJECT **Applicable Curricular Versions for New, Transfer, Shifting, and Readmitted
Students Beginning School Year 2024-2025**

On account of the implementation of the revised majors curricula in SY 2024-2025, please note the following:

1. First Year students of SY 2024-2025 will be assigned to their respective degree programs' revised (2024) curricular versions.
2. **Transfer students** of SY 2024-2025 will be assigned to the **revised (2024)** curricular versions of their degree programs.
 - a) Validation of courses taken in a transfer student's previous school will be allowed subject to the requirements of the validating departments. For major courses, validating departments are reminded to validate introductory major courses before higher-level courses.
 - b) A separate memo on the validation of courses for transfer students dated 03 June 2024 was released by the Office of the Assistant Vice President for Undergraduate Education.
 - c) Departments/Programs should be prepared to offer Sophomore/Junior level courses to fill up the academic load of transfer students.

3. **Shiftees**

- a) Students who entered the Loyola Schools before SY 2024-2025, and decide to shift to another degree program, will be placed in the **pre-2024 version** of the program they are shifting into.
- b) Students admitted into pre-2024 programs who want to shift into a new program (i.e., a program with no pre-2024 version) will have to undergo validation for PATHFIT courses.

4. **Readmitted Students** will be placed in their original program of study by default. However, readmitted students are still expected to confirm acceptance with the Chair/ Program Director offering the original program of study. Readmitted students may shift to another degree program if the original program does not accept them or if they voluntarily choose to shift concentration. In case of shifting, guidelines covering shiftees will apply.

5. **Applicants for Double Degree/Major**

- a) Students admitted into pre-2024 programs with approved applications for a double degree/major will be placed in the pre-2024 version of their double degree/major.
- b) Students admitted into pre-2024 programs with approved applications for a double degree/major in a new program (i.e., a program with no pre-2024 version) will have to undergo validation for Physical Education courses.

cc: Dr. Maria Luz C. Vilches, Vice President for Higher Education
Dr. Maria Elissa J. Lao, Officer-in-Charge, Office of the Assistant Vice President for Undergraduate Education
Mr. Joselito C. Olpoc, Director, Office of Curriculum Development and Integration
Dr. Jose Ma. Edito K. Tirol, Director, Office of Admission and Aid