



ATENEIO DE MANILA UNIVERSITY
LOYOLA SCHOOLS
OFFICE OF THE REGISTRAR

March 24, 2020

To: **The Loyola Schools Community**

From: (Sgd) **Josefina D. Hofileña, Ph.D.**
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Subject: **ADJUSTED ACADEMIC CALENDAR**

In accordance with the Memorandum issued on March 20, 2020 by the Vice President for the Loyola Schools entitled "SECOND SEMESTER SY 2019-2020: GUIDELINES IN VIEW OF ENHANCED COMMUNITY QUARANTINE (ECQ)," please find attached the adjusted Academic Calendar for the Remainder of the Second Semester of SY 2019-2020 up to the Intersession of SY 2020-2021.

Please note the following:

1. The adjusted academic calendar assumes that the ECQ will be lifted on April 14, 2020 and the Intersession of SY 2020-2021 shall proceed as originally scheduled.
2. There will be no advisory marks for Freshmen and Transfer Students for the Second Semester of SY 2019-2020. Departments/Programs that use these advisory marks to evaluate first year student requests for shifting are advised to adapt their shifting requirements accordingly.
3. For this Second Semester of SY 2019-20, there will be no Final Exams for graduating students. For non-graduating students, final exams may be included among the further requirements for the semester, as explained in the memo of the VPLS.

4. To be considered an official Loyola Schools graduate of SY 2019-2020, all academic requirements and disciplinary sanctions must be completed before the end of SY 2019-2020 on May 23, 2020.
5. Students must complete their clearance in order to participate in the Loyola Schools graduation rites. Also, official documents such as academic transcripts and the Ateneo diploma will only be issued to students who have been cleared. Clearance may be done via AISIS up to May 28, 2020. Beyond this, clearance must be done manually by securing clearance forms from the Office of the Registrar. Students may complete their clearance up to September 5, 2020.
6. In preparation for the Intersession of SY 2020-2021, please note that the deadline for home departments to update the AISIS Individual Programs of Study (IPS) of their majors (April 29, 2020) is after the deadline for submission of initial course templates (March 30, 2020). This is to ensure that all incoming sophomores who intend to shift degree programs have done so prior to the updating of their IPSs. Course offerings should be adjusted if necessary to ensure that enough classes are offered to meet student demand as reflected in the IPS Summary.
7. Separate memos shall be issued for:
 - Activities connected to the preparations for the Commencement Exercises 2020
 - Fast track courses for students returning early from their Junior Term Abroad
 - Graduate school admission deadlines