



Loyola Schools

OFFICE OF THE ASSOCIATE DEAN FOR GRADUATE PROGRAMS

REQUIREMENTS FOR NON-DEGREE APPLICANTS

- 1. Filled-out Non-Degree Application Form  
(Download Form at <http://ateneo.edu/ls/graduate/downloadable-forms-0>)
- 2. Original Bachelor's Degree Transcript of Records
- 3. Original Graduate Level Transcript of Records, if applicable
- 4. Two 2" x 2" ID picture

Additional Requirements for Filipino Applicants

- a. Original birth certificate (PSA issued)
- b. Original marriage certificate - for married women (PSA issued)

Additional Requirements for International Applicants – Non-Philippine passport holder

- a. Photocopy of Passport Bio page
- b. Photocopy of Valid Visa/Special Study Permit for enrollment
- c. Original Proof of English Proficiency

English is the primary language of instruction, communication, and research in most of the graduate degree programs at the Ateneo de Manila University - Loyola Schools. Applicants must therefore demonstrate adequate level of proficiency in English to ensure his/her ability to succeed in his/her graduate program undertaking.

Please refer to the information below if you are required, not required or exempt from submitting proof of English language requirement for admission purposes:

**Not Required**

You are not required to submit proof of English proficiency if you meet any one of the following conditions:

- a. Obtained an undergraduate degree (for those applying for masters) or a masters degree (for those applying for PhD) from a CHED recognized Philippine university
- b. Obtained an undergraduate degree (for those applying for masters) or a masters degree (for those applying for PhD) from a recognized foreign higher education institution in the USA, UK, Canada, Australia, New Zealand, Singapore, Ireland and Malaysia.

**Exempt**

If you completed an undergraduate and/or graduate degree program at universities in the following countries, you may be exempt from taking the required English proficiency test, provided that you submit a Certification of English as a Medium of Instruction from your last university attended.

Anguilla	Guyana	Pakistan
Antigua and Barbuda	Hong Kong	Papua New Guinea
Bahamas	India	Saint Vincent and the Grenadines



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Bangladesh	Jamaica	Seychelles
Barbados	Kenya	Sierra Leone
Belize	Kiribati	Solomon Islands
Bhutan	Lesotho	South Africa
Botswana	Liberia	Sri Lanka
Cayman Islands	Malawi	Swaziland
Dominica	Saint Kitts and Nevis	Tanzania
Eritrea	Saint Lucia	Tonga
Ethiopia	Marshall Islands	Trinidad and Tobago
Fiji	Micronesia	Uganda
Gambia	Namibia	Zambia
Ghana	Nigeria	Zimbabwe
Grenada	Palau	

**Required**

If you do not meet any of the above conditions, you are required to submit any one of the following:

- Test of English as a Foreign Language (TOEFL) - overall score of at least 80 for Internet-based test (IBT) and 550 for Paper-based test (PBT). Test scores cannot be older than two years.
- International English Language Testing System (IELTS-Academic) - band score of at least 6.5. Test scores cannot be older than two years.
- Cambridge Assessment English - overall score of at least 176