




ATENEO DE MANILA UNIVERSITY
LOYOLA SCHOOLS
Office for Student Services

DATE: 05 September 2016

MEMO TO: Loyola Schools Community

MEMO FROM: 
Michael Jacinto F. Mallillin
Director, Office for Student Services

RE: The Loyola Schools Undergraduate Student Handbook 2016

The 2016 Loyola Schools Undergraduate Student Handbook is now available online through the Loyola Schools website at www.ateneo.edu/LS. Check on the Quick Links Section for Memos and Manuals for Students. Hardcopies will be provided to all LS freshmen through their INTACT classes, as well as per Office/Department starting September 5, 2016. Those who wish to avail of hardcopies for themselves, can do so through the LS Bookstore at Php200/copy beginning September 10.

All members of the LS Community are enjoined to familiarize themselves with the new Student Handbook, especially as regards the following updated/new features of the 2016 Edition:

- Updates to Academic Procedures and Registration
- The 2016 Revisions to the Code of Conduct (formerly the Code of Discipline)
- Changes in procedure for handling Minor Violations given restructuring of Student Affairs offices
- Additional details about Student Services and Student Life
- A Student Handbook Companion that includes the updated 2016 Sanggunian Constitution and updated student-related laws, ordinances, administrative acts and memoranda
- Lengthier explanations of procedures in Frequently-Asked-Questions (FAQ) format
- New Maps which indicate traffic routes, e-jeep routes and parking areas)
- Emergency numbers and basic protocols

Departments and Offices are requested to help in the dissemination of this information.