



ATENEIO DE MANILA UNIVERSITY
LOYOLA SCHOOLS

Office of the Associate Dean for Graduate Programs

9 March 2022

To: LS Graduate Students in Academic Track

From: (Sgd) Anne Lan K. Candelaria, PhD
Associate Dean for Graduate Programs

Subject: Updates on the Thesis Approval System

In response to the comments and suggestions we received during the First Semester SY 2021-2022, the following are some enhancements in the Thesis Approval System:

- A. Departments/Programs may now assign the Style Reader for thesis and dissertation in the portal for students enrolled in the academic track.
- B. Style Reader as First Approver for **Thesis and Dissertation**
The Style Reader is the first to receive the email notification as soon as the student has completed uploading the manuscript and other required documents for the **thesis and dissertation**. The sequence of approval is as follows:
 1. Style Reader
 2. Adviser
 3. Department Chair/Program Director
 4. Dean
 5. Associate Dean for Graduate Programs

You may find these enhancements in the revised [Thesis, Dissertation and Capstone Project Guidelines](#) (pages 22 and 28).

As always, we are extremely grateful for your patience and continued cooperation especially during this time.

Thank you very much.