



ATENEO DE MANILA UNIVERSITY
JOHN GOKONGWEI SCHOOL OF MANAGEMENT
Communications Technology Management Program

MEMO TO: All Students following the Version 2018/2020 Curriculum of the Communications Technology Management (CTM) Program

FROM: (Sgd.) Alvin Patrick M. Valentin, Program Director

DATE: September 18, 2021

RE: CTM Program Retention Requirements Guidelines

Please see below the guidelines in implementing the Retention Requirements of students following the Version 2018/2020 curriculum of the CTM Program:

1. Courses Covered in the Retention Requirements

Cat. No.	Title
DECSC 25	Creative Thinking and Innovation Management
MATH 30.13	Applied Calculus for Business and Economics I
MATH 30.14	Applied Calculus for Business and Economics II
ITMGT 20/20.03	Basic Information Technology Applications in Business
ACCT 115	Financial Accounting
COMM 20.03	Introduction to Communication and Communication Theory
MSYS 25	Introduction to Information Technology
COMM 26	Information Society
CSCI 130	Introduction to Multimedia Systems
LLAW 113	Obligations and Contracts
QUANT 30	Applied Statistics: Tools and Applications
ECON 110	Principles Of Economics
COMM 27	Visual Thinking for Communication Managers
FINN 115	Financial Management
LLAW 116	Labor Law and Social Legislation
MKTG 111	Marketing Management

2. Stages of Screening

- a. First Screening – average quality point index (QPI) of at least 2.17 in the following courses: DECSC 25, MATH 30.13, MATH 30.14, ITMGT20, ACCT 115, COMM 20.03, MSYS 25, COMM 26, CSCI 130, LLAW 113, and QUANT 30.
- b. Second Screening – average QPI of at least 2.32 in the following courses: DECSC 25, MATH 30.13, MATH 30.14, ITMGT20, ACCT 115, COMM 20.03, MSYS 25, COMM 26, CSCI 130, QUANT 30, LLAW 113, ECON 110, COMM 27, FINN 115, LLAW 116, and MKTG 111.

3. Evaluation of Retention Requirements

- a. In general, the first screening will occur after finishing four semesters in the Loyola Schools (2nd year 2nd semester for regular students), while the second screening will occur after finishing five semesters (3rd year 1st semester for regular students).
- b. If any of the courses included in the two stages of screening are not yet taken at the time of the evaluation of retention requirements, those courses will be excluded from the computation of the average QPI.

- c. For students who shifted to the CTM Program whose previously taken courses may be validated for courses covered in the retention requirements (e.g., ITMGT 25 in place of ITMGT 20), the grades in those courses will be included in the computation of the average QPI.
- d. For students who shifted to the CTM Program in their 3rd year onwards, the first screening is part of the evaluation of the application for a change of degree. The second screening will occur after finishing one semester into the Program.

If you have any clarifications about the retention requirements, you may email comtech.igsom@ateneo.edu.

Thank you!