



PHILIPPINE STUDIES IMMERSION PROGRAM

INFORMATION FACT SHEET AY 2024 - 2025



ATENEO DE MANILA UNIVERSITY

Philippine Studies Immersion Program (PSIP) Ateneo de Manila University Intersession Period SY 2024-2025

CONTENTS

Introduction
Program Tracks Overview
Summary
Application Requirements
Post-admission Requirements
Important Dates to Remember
Temporary Visitor's Visa and Special Study Permit
Academic and Course Related Information
Accommodations
Payment Guidelines
FAQs
Campus Address
University Partnerships and Internationalization Team

WE ARE ATENEO. Where Eagles Fly.

The Ateneo de Manila University is situated in an sprawling campus in the heart of Quezon City, Metro Manila. Upon entering the campus, one steps into gently rolling terrain with grassy fields and tall trees that together create a favorable environment for disciplined inquiry, fruitful interaction, and quiet reflection.



INTRODUCTION

PHILIPPINE STUDIES IMMERSION PROGRAM (PSIP)

The Higher Education of the Ateneo de Manila University, under the Ateneo Philippine Studies Initiative, is inviting students from all fields of study to its summer immersion and study program. Scheduled during the intersession semester, June and July, the summer immersion program is designed to introduce foreign and local students to the practice of Philippine studies and the Filipino lifeworld.

Through this four to six-week program, students will be allowed to engage the university's eminent Philippine Studies scholars in classes that will demonstrate the various possibilities of this area of study and the methodologies of its practitioners. These classes will also allow students to immerse themselves in a particular aspect of the Philippine lifeworld to provide an experiential ground for their reflections and insights. Students of this program will be exposed both to intellectual and experiential learning opportunities which will serve as an invitation to engage in the work of Philippine Studies.

There are various tracks offered under the PSIP that students can choose from, depending on their own interests. Each of these tracks offers credit earning courses.

PROGRAM TRACKS OVERVIEW

I. Cultural Heritage Studies Field School (CHESS)

(June to July 2024- exact program dates, to be announced)

The Cultural Heritage Studies Field School (CHESS), formerly known as the Ateneo Social and Cultural Laboratory, refers to a field school, run likewise by the Department of Sociology and Anthropology, that is more strictly sociological in its scope. The CHESS is run by the Cultural Heritage Studies Program of the Department of Sociology and Anthropology of the Ateneo de Manila University in collaboration with the John Gokongwei School of Management, the Fine Arts Department, the History Department and the Institute of Philippine Culture

Undegraduate academic crediting, course codes:

(SOAN 197.3) Cultural Heritage Studies Field School 1 (3units)

(SOAN 197.4) Cultural Heritage Studies Field School 2 (3units)

PROGRAM TRACKS OVERVIEW (Cont.)

SOAN 197.3 is an introduction to cultural heritage using the field site as the object of intensive study. It locates the study vis-à-vis the interplay between globalization and affirmations of local identity. On the other hand, SOAN 197.4 introduces field methods of research appropriate to the study of cultural heritage: oral histories, key informant interviews and participant observation. The student earns six (6) credits from the two courses, which should be taken together as co-requisite courses.

Graduate academic crediting, course codes:

(SOAN 219) Special Topics in Sociology and Anthropology (3 units)

(ANTH 294.2) Ethnographic Text (3 units)

For more information and the program schedules and fees, please visit the [CHESS information sheet](#).

II. The Ateneo Development Field School (ADFS)

(June 17 to July 19, 2024)

The Ateneo Development Field School (ADFS) of the Development Studies Program is a transformative 5-week, 6-unit course combining academic study with immersive fieldwork, focusing on sustainable development, social justice, and empowerment in the Philippine context through a mix of classroom and immersive Service-Learning and Community Engagement experiences. The 2024 ADFS program will focus on rural development, utilizing the research for organizing and inclusive sustainable approaches to development. Through classroom lectures, fieldwork, and exercises, students will learn participatory action research and sustainable development principles, methods, and skills relevant to rural development issues.

This year, the ADFS will collaborate with the Gawad Kalinga Village in Lobogon, Del Carmen, Siargao Island, Philippines, and by the end of the course, students will be expected to assess the community's sectors, conduct a small community development intervention, produce the results of their participatory action research, document their immersion experience in a 5-minute Digital Impact Story, and reflect on their experience to enhance their personal, academic, and socio-civic responsibilities about sustainable development.

2024 Focus: Rural Development

- Participatory Action Research
- Sustainable Development Principles & Methods
- Community Engagement in Gawad Kalinga Village in Lobogon, Del Carmen, Siargao Island

Course codes:

(DEV 183.19) Immersion/ Work Camp (3units)

(DEV 183.36) Community Organization (3units)

- DEV 183.19 (Immersion/Work Camp) – 3 units: This course immerses students in a marginalized community. The immersion allows students to experience the dynamics of a marginalized community and reflect on their experience using various lessons learned in class. This course also introduces students to the practice of social investigation, which is often used as a preparatory step for community development and community organization efforts.
- DEV 183.36 (Community Organization) – 3 units: This course thoroughly analyzes community organizing as an approach to social development, thoroughly analyzing the philosophy underlying this development approach. The focus is on examining the relative strengths and limitations of community organizing as a social development initiative, including assessments of various community organizing efforts.

Program Schedules:

- Campus-based Activities: June 17-21
- Fieldwork & Community Immersion: June 24 - July 7
- Campus-based Activities: July 8-12
- Online Submissions in Canvas: July 15-19

For more information and the program schedules and fees, please visit the [ADFS information sheet](#).

III. Filipino Urbanities

(June to July 2024- exact program dates, to be announced)

The course focuses on the discourse of urban spaces, through the lived experience of what is seen, heard, and felt, and how these are illustrated and enacted through various linguistic and creative expressions across both traditional and contemporary platforms. Students explore urban sensibilities and consciousness, spatial histories and historicities, and sites and tensions of individual and collective modern experiences. The processing of this exploration surfaces in the form of critical or creative output that necessarily engages urban issues, sensory/sensuous experiences, and the strengths and limitations of one's own subject position within the city

Course codes:

(PNTKN 143) Urban Studies (3 units)

For more information about the program outline and other details, please visit this [Filipino Urbanities information sheet](#).

SUMMARY

Program	Course Code and Credits	Period	Individual Fact sheets and program details	Tuition fee and other basic fees	Program fees
Cultural Heritage Studies Field School (CHESS)	<p style="text-align: center;"><i>(for undergraduate students)</i> SOAN 197.3 SOAN 197.4</p> <p style="text-align: center;"><i>(for graduate students)</i> SOAN 219 ANTH 294.2</p>	<p style="text-align: center;">June to July 2024</p> <p style="text-align: center;"><i>exact dates will depend on the academic calendar for Summer SY 2024-2025, to be announced (TBA)</i></p>	CHESS information sheet	<p style="text-align: center;">*6 units: Php 44,341.15</p>	<p style="text-align: center;">1,121 US Dollars</p>
The Ateneo Development Field School (ADFS)	<p style="text-align: center;">DEV 183.19 DEV 183.36</p>	<p style="text-align: center;"><i>Immersion/ Onsite program and activities: June 17 to July 19, 2024</i></p>	ADFS information sheet	<p style="text-align: center;">*6 units: Php 44,341.15</p>	<p style="text-align: center;">600 US Dollars</p>
Filipino Urbanities	<p>PNTKN 143</p>	<p style="text-align: center;"><i>exact dates will depend on the academic calendar for Summer SY 2024-2025, to be announced (TBA)</i></p>	Filipino Urbanities Information Sheet	<p style="text-align: center;">*3 units Php 25,824.55</p>	<p style="text-align: center;">356 US Dollars</p>

*Students coming from partner universities will be on a tuition fee waived arrangement. However, program fees and other non tuition fees will still apply.

APPLICATION REQUIREMENTS

Below are the documentary requirements for admission in the Ateneo de Manila University. After the application has been evaluated and approved, a **CERTIFICATE OF ELIGIBILITY TO STUDY (COES)** will be issued to the student by email. Submission of admission requirements will be online. We will send the next steps for this as soon as we receive the nominations.

1. Letter of Intent addressed to:
Ms. Karla Roxas
Director
International Mobility Section

Please indicate which of the PSIP tracks you want to enroll in.

2. IXS Application form
(computer written with signature and saved in PDF File)
For [undergraduate students](#)
For graduate students: not applicable

3. IS Information Sheet
(computer written with signature & saved in PDF file)
For [undergraduate students](#)
For [graduate students](#)

4. Original transcript of records (TOR).
If the TOR is not written in English, please have this translated and certified by your university.

For graduate students:

Current Masters / Graduate Transcript of Records in your native language (1 copy) and an English translation thereof (1 copy). The English translation of the Transcript of Records must be certified by the home university's Registrar. Online translation will not be accepted.;

5. Scanned copy of the biographical page of your passport

6. Letter of Nomination/Endorsement from your university mobility coordinator (certifying that the applicant is officially being endorsed as an international student for this program)

Additional document required for Graduate students:

Certificate of Graduation / Diploma in your native language (1 copy) and an English translation thereof (1 copy). The English translation of the Diploma must be certified by the home university's Registrar. Online translation will not be accepted;

7. Certificate of English Language Proficiency (for those whose mother-tongue is not English)

At least 1 of the following accepted document:
for Undergraduate students

- TOEFL (Paper based test) minimum score: 550
- TOEFL (Internet based test) minimum score: 79
- IELTS minimum score: 6.0

for Graduate students

- TOEFL (Paper based test) minimum score: 550
- TOEFL (Internet based test) minimum score: 80
- IELTS minimum score: 6.5

8. Health Certificate in English language (statement from a medical doctor that the applicant is fit to travel and study abroad)

9. Passport size photo (35 x 45 mm) (white background; no eyeglasses, colored contact lenses, and headwear)

10. Duly signed [consent form](#)

Deadlines of submission to our office, University Partnerships and Internationalization (UPI):

Undergraduate students: April 30, 2024

Graduate students: April 1, 2024

Note:

Please make sure to upload all document files on or before the deadline. Incomplete application documents may cause delays in releasing the Certificate of Eligibility to Study (COES). (Please save each document in separate PDF files.)

For graduate students, they will be asked to fulfill a separate application process from the Graduate Admission's Office and upload these application documents to a separate online portal. The students will have to complete the submission of the application documents first with our office before the students can proceed to the Graduate Admissions' process. More information will be provided as soon as we receive the nomination.

POST ADMISSION REQUIREMENTS

After receiving the Certificate of Eligibility to Study (COES) from us, please prepare and submit the following documents before coming to the Philippines.

Please wait for our email to you of the COES before sending this post admission requirements. Our email will signify that your application documents have been accepted.

1. Medical/Travel Insurance in English Language (with COVID Coverage) covering the whole duration of the semester/stay in the Philippines

2. Scanned copy - AIRLINE e-ticket

3. Scanned copy of International COVID-19 Vaccination Certificate with at least 2 doses (with English translated/version)

Prepare and have the copies of these documents with you when you arrive to the Philippines:

4. Medical Requirements by the Ateneo Loyola Schools Office of Health Services (OHS) listed in this [checklist](#).

5. [Medical Assessment Form](#)

Documents #s 4-5 will be uploaded on a separate link ([BluPhr Portal](#)) which will be given to you in a separate email before enlistment period.

INSTRUCTIONS

Send the complete documents listed from #s 1-3 only in one email with the following details:

Email subject- [full name_Post admission reqs]

Example: Dela Cruz Juan_Post admission reqs

Send to -

inbound.oir@ateneo.edu

IMPORTANT DATES TO REMEMBER

Philippine Studies Immersion Program Calendar

Program Dates	Check respective program dates in the respective information sheets above Online enlistment/registration of courses: TBA
Nomination Deadline	30 March 2024
Application Submission Deadline	For Undergraduate students: 30 April 2024 For Graduate students: 1 April 2024
Payment Deadline	Tuition fees: Upon enlisting/registering in the courses in the AISIS portal Program fees: deadlines may vary depending to the track chosen, next steps for this will be provided individually by the host departments
Expected Arrival Dates to Manila	To be announced (TBA) through the Practical Information sheet
Online Orientation Seminar	TBA
Expected Departure Dates from Manila	Check respective program dates in the respective information sheets above to know the exact start and end dates of the programs (All summer program starts on June and ends at July 2024)

IMPORTANT DATES TO REMEMBER (Cont.)

<p>Application for Special Study Permit (SSP). All students are required to report to the University Partnerships and Internationalization (UPI) Office the day after their arrival to submit the requirements for SSP.</p>	<p>Respective SSP submission schedules for each student will be sent out to students via the email provided, weeks before the classes start</p>
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TEMPORARY VISITOR'S VISA AND SPECIAL STUDY PERMIT

International exchange students and cross-registrants are required to have a valid Temporary Visitor's Visa (9A) and a Special Study Permit (SSP) in order to study in the Philippines for a period of 1 or 2 semesters. Without the SSP, international students will NOT be allowed to enroll or register for classes in Ateneo de Manila University.

Before Departure to the Philippines: Temporary Visitor's Visa (9A)

- After receiving the Certification of Eligibility to Study (COES) from Ateneo's UPI, the international student may apply for a 59-day temporary visitor's visa at the nearest Philippine Embassy of his/her country of origin.
- The international student will present the COES to the Consular Section of the Philippine Embassy together with the completed application form for the Visitor's Visa which can be downloaded at Embassies' respective websites.
- Foreign nationals from countries classified as non-restricted by the Philippine Bureau of Immigration (BI) do not actually need to apply for a Temporary Visitor's Visa. They are given a 30-day single-entry visitor's visa upon entering the country as long as they have a round-trip ticket and a passport valid at least 6 months after their intended day of departure. Visitors who are from countries that are not listed in the Non-Visa Required countries must secure a Temporary Visitor's visa from the Philippine Embassies of their countries.
- All international students (including those from non visa required countries) are strongly suggested/recommended to apply for the 59-day multiple-entry visa to give time for the urgent processing of the SSP and minimize the need of Visa extensions as soon as the students are in the country.

TEMPORARY VISITOR'S VISA AND SPECIAL STUDY PERMIT (Cont.)

Upon arrival in the Philippines (at Ateneo's University Partnerships and Internationalization (UPI) office):

- 1. International students are required to attend their SSP applications upon arrival in Manila. Students are given only 2-3 working days after arrival to submit the complete study permit requirements and apply for it.**
2. International students are requested to visit the University Partnerships and Internationalization (UPI) office to submit a photocopy of their stamped visa page and the complete SSP requirements listed on #4 of this table. Students shall pay the required Bureau of Immigration (BI) processing fee after submission of requirements to UPI.
3. **International Students should NOT leave the Philippines and go on travels for the first three-four consecutive weeks after arrival. This is to ensure the completion of the processing of the SSP.**
4. The following requirements must be submitted to the UPI Visa Officer:
 - Original valid passport
 - Philippine arrival-stamp page in the passport
 - USD\$ 155.00 Processing Fee (which includes the ACR I-Card, Express Lane Fee and the actual SSP) (costs do not include Visa extensions yet)
 - Two (2) copies of [SSP CGAF Application Form](#)
 - Two (2) of Colored 2x2 inches Photos, square sized, with white background (no eyeglasses) and with your complete name written at the back (1 photo attached in the application form above, 1 to submit to UPI). Please note that passport/rectangular sized photos are not accepted.

International students will also need to extend their Temporary Visitor's Visa to cover the length of their stay in the Philippines and pay the corresponding extension fees. A 2-month stay in the Philippines might require 1-2 visa extensions, depending on what visa the student holds when they enter the Philippines. See table below for estimated cost for Visa and SSP.

The UPI may assist the international students in applying for the SSP and extension of temporary visitor's visa.

NOTE: Without the SSP, international students will NOT be allowed to enrol or register for classes at the Ateneo de Manila University.

TEMPORARY VISITOR'S VISA AND SPECIAL STUDY PERMIT (Cont.)

Estimated Costs for Visa extensions and Special Study Permit (SSP)*

Applying for Visa and Special Study Permit

International exchange students and cross-registrants are required to have a valid Temporary Visitor's Visa (9A) and a Special Study Permit (SSP) in order to study in the Philippines for a period of 1 or 2 semesters.

Estimated Costs for Visa extensions and Special Study Permit (SSP)*

Costs presented in the tables are for students with an initial 59- day temporary visitor's visa. Costs for Visa extensions will be different (and may be higher) if the students only have a 30-day temporary visitor's visa when they enter the Philippines.

**Costs may vary without prior notice depending on the Foreign Exchange Rate (FOREX).*

Visa and SSP Costs for 1 Semester	
2 Visa Extensions	US\$ 135
Special Study Permit	US\$ 92
ACR-iCard	US\$ 58
TOTAL	US\$ 285

ACADEMIC AND COURSE-RELATED INFORMATION

Credit and Grading System

The Ateneo de Manila University uses the American Credit System. One subject usually carries 3 credit units. One unit of credit is equal to one hour lecture or two to four hours of laboratory per week for the period of a complete semester.

Letter Grade	Description	Quality Point Value
A	Excellent performance in the fulfillment of course requirements	4
B+	Very good performance in the fulfillment of course requirements	3.5
B	Good performance in the fulfillment of course requirements	3
C+	More than satisfactory fulfillment of course requirements	2.5
C	Satisfactory fulfillment of course requirements	2
D	Fulfillment of the minimum requirements for the course	1
F	Failure, non-fulfilment of the minimum course requirements	0
W	Withdrawal from a course without permission	0
WP	Withdrawal from a course with permission	No Quality Point
INC	Incomplete (temporary grade)	
NE	No Final Examination (temporary grade)	
AUD	Audit	No Quality Point
S	Satisfactory performance in basic or bridging and INTACT courses	No Quality Point
U	Unsatisfactory performance in basic or bridging and INTACT courses	No Quality Point

Academic Transcripts of Records (TOR) of exchange students

Transcript of Records (TOR) will be available a month after the exchange period.

Scanned copy of TOR will be sent to the chosen recipient of the students upon accomplishing the TOR authorization online form. Should the university require a copy with a wet-ink signature, please let us know in advance.

Students who request for extra copies of their TOR can do so by paying additional fees, such request should be e-mailed directly to registrar@ateneo.edu

ACCOMMODATIONS

Housing Accommodation

Students may choose from the following housing options:

On-campus – ADMU On-campus Residence Halls

- Ateneo Residence Halls – 4-person (quad sharing). Shared toilet and bath, non-air conditioning

To apply for on-campus housing and know more details about it, visit [the Ateneo housing options website](#)

- **The International Residence Hall (IRH)** is a five-story, 310-bed facility inside the Loyola Heights campus open to both local and international students, faculty members and guests.

The Room

At 24 sq. m., each room can accommodate up to two people and is furnished with semi-double beds (122cm x 190cm), study tables and chairs with overhead lamps, personal refrigerator, intercom, built-in cabinets and storage.

It has an in-room toilet and shower with heater, a ceiling fan and air-conditioning unit for proper ventilation.

Bed linens are changed twice per month. Towels are provided and are replaced weekly. Trash is collected daily and rooms are cleaned weekly. There is 24/7 reception staff and security personnel.

Residents will have access to the cafeteria, kitchenette, laundromat and entertainment lounge in the building.

Services

The International Residence Hall has a 24-hr reception and security services, weekly general cleaning services and daily garbage removal.

Students who wish to stay in the IRH/on campus accommodation will have to express their intent upon receiving the COES and Practical Information sheet from UPI. Registration link and other guidelines on this will be provided upon acceptance to the exchange program.

ACCOMMODATIONS (Cont.)

Off-campus – Own Arrangement

Students who already made their own arrangement to live off-campus must inform the University Partnerships and Internationalization (UPI) office.

Students may check this [list for possible Off-campus housings](#), and arrange their own accommodations.

PAYMENT GUIDELINES

	<p>Tuition fees: Upon enlisting/registering in the courses in the AISIS portal</p>
Deadline for payment	<p>Program fees: deadlines may vary depending to the track chosen, next steps for this will be provided individually by the host departments. You may review the information sheet for each track for the payment guidelines and procedures.</p> <p>On Campus Housing/IRH: A separate payment process, application process and deadline will be provided</p>
Cancellation Policy	<p>Requests for cancellation:</p> <ol style="list-style-type: none">1.Cancellations between May 1 to 7 – 100% refund less bank transfer charges*2.Cancellations between May 8 to 15 – 50% refund less banks charges*3.Cancellations after May 15 – No refund* <p><i>*subject to change without prior notice</i></p> <p>Please contact Pamela Magtalas at inbound.oir@ateneo.edu for any cancellation request.</p>

FREQUENTLY ASKED QUESTIONS

1. Will our students be able to choose classes to enroll in?

Yes. Students will need to choose 1 from the available PSIP tracks to be able to join the Summer program.

2. Will online courses be synchronous or asynchronous?

The courses will be delivered mainly asynchronously for the benefit of students from a wide range of time zones. However, occasional synchronous classes may be held as needed. In which case, classes will follow the Philippine Standard Time (GMT/UHT+8). Students are advised to check the time difference when they choose the courses and class schedule.

3. Will courses be in English?

Yes, 99% of courses will be taught in English.

4. Will there be an “orientation program”, where students will be informed about all relevant matters?

Yes, details will be provided in the Practical Information Sheet we send to students who have completed the application process.

5. Aside from the academic classes, will there be activities for exchange students to participate in?

Yes. The UPI together with the Ateneo Student Exchange Council (ASEC), the student arm of the UPI, will facilitate activities such as Cultural Sensitivity talks, interaction and discussion, and immersion activities, if applicable.

A student buddy will also be assigned to an exchange student to assist during enlistment, load revision and other school related activities.

Note: Campus access and course modalities are subject to change. We will keep you updated on any future changes.

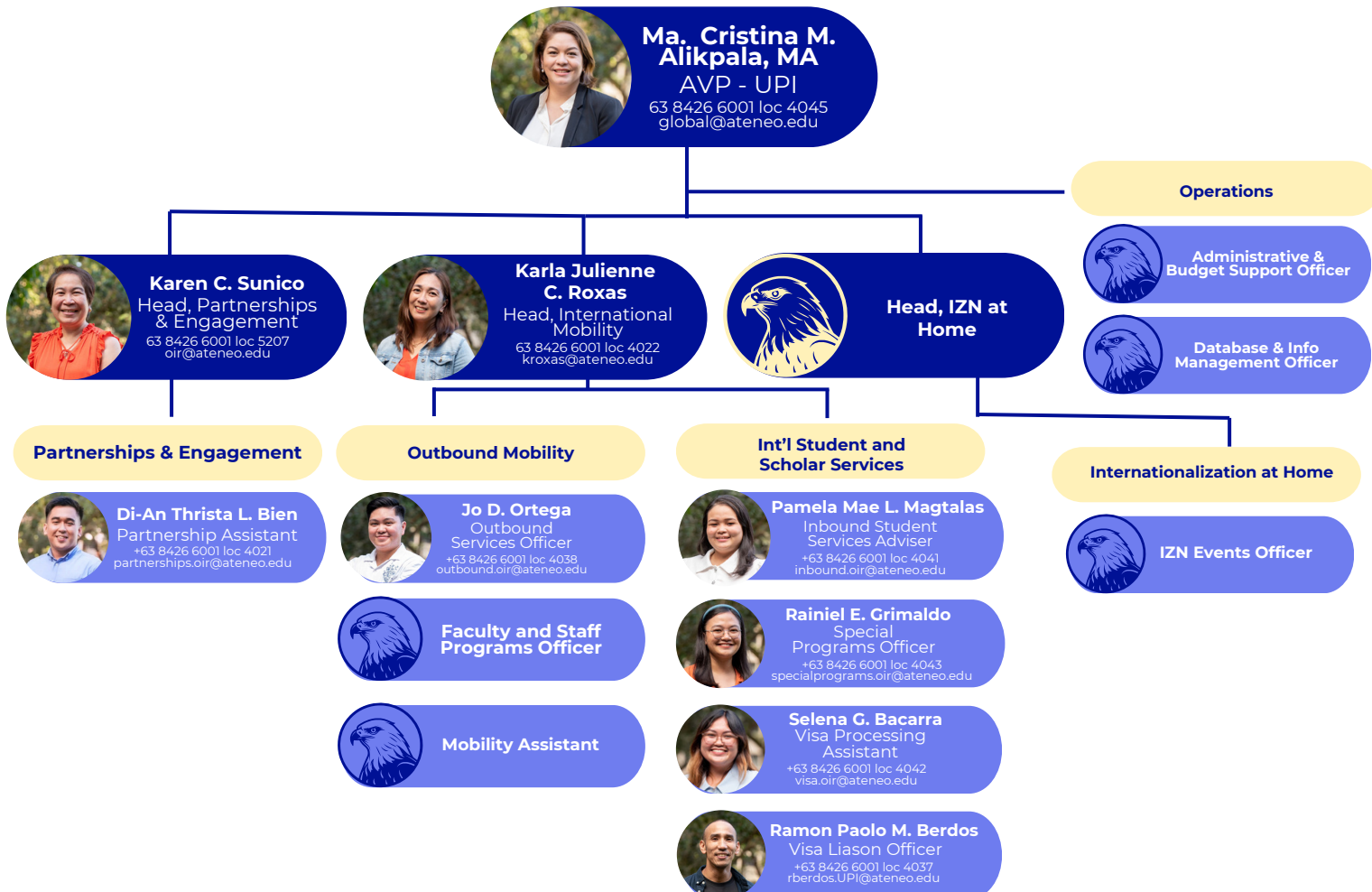
CAMPUS ADDRESS

Ateneo de Manila University
Katipunan Avenue, Loyola Heights 1108
Quezon City, Philippines
<http://www.ateneo.edu>

UNIVERSITY PARTNERSHIPS AND INTERNATIONALIZATION (UPI)

3/F Faber Hall, Room 304
Ateneo de Manila University
Katipunan Avenue, Loyola Heights 1108
Quezon City, Philippines
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Email: global@ateneo.edu
Website: <https://global.ateneo.edu>

THE UPI TEAM





ATENEO DE MANILA UNIVERSITY



Number 1
PHILIPPINE HIGHER EDUCATION INSTITUTION

Ranked 201-300
Impact Rankings 2024



Number 137
Asia University Rankings 2024

Number 563
World University Rankings 2024

