



LOYOLA
UNIVERSITY MARYLAND

Application Procedures and Inventory Listing

Sellinger School of Business and Management Professional MBA and MSF

Name: _____

Application Deadlines:

Fall Semester – August 1 Spring Semester – December 1 Summer Session – May 1 (Professional MBA only)

Inventory Listing:

Please make certain that all appropriate boxes have been checked on this form and include this inventory listing with the application materials you send to the Office of Graduate Admission.

- Signed application form
- Non-refundable \$50 application fee
- Transcripts (**official** - in sealed envelopes) Number of institutions attended _____
- Current resumé or vitae (please forward via email to graduate@loyola.edu)
- One Letter of Recommendation in sealed envelope (*may be sent under separate cover*)
- Personal Statement (minimum guideline: 250 words)
- Official GMAT score
- WES Evaluation and Translation - *Required only for college or university studies pursued outside the United States*
- TOEFL Score Report – *Required only if English is not your native language or if you have not completed a degree program taught in English. Score cannot be more than two years old. **
- International Student Supplemental Forms—required only if you need a student visa

*Loyola's institution code is 5370

Please send all required documents to:

Office of Graduate Admission
Loyola University Maryland
2034 Greenspring Drive
Timonium, MD 21093
Telephone: 410-617-5020 or 800-221-9107 ext. 5020
Fax: 410-617-2002

Note: *No action can be taken on your application for admission until all required materials, fees, and transcripts are received.*

On-line applications are available at www.loyola.edu/graduate



Sellinger School of Business and Management Application for Admission

Program of Study: (With Professional MBA please also select concentration)

Professional MBA
Concentration: accounting finance general business international business management marketing MIS
Masters of Science in Finance (Fall/Spring Admission only)
Visiting Student Master's Plus

Start Term: Spring 20 Summer 20 Fall 20

Personal Data:

Legal Name: DR/MR/MRS/MS/OTHER LAST FIRST MI JR/III/ETC.

Former Name(s): Preferred Name:

Permanent Address: NUMBER AND STREET

CITY STATE COUNTRY ZIP/POSTAL CODE

Mailing address: NUMBER AND STREET

CITY STATE COUNTRY ZIP/POSTAL CODE

Phone: Home: Work: Cell:

Preferred E-mail address:

SSN: (Required if you intend to apply for federally funded aid)

Demographic Information

Gender: Male Female

Date of Birth MO/DAY/YR Place of Birth Citizenship*

Are you a permanent resident of the United States? Yes No Visa Type

* IF YOU WERE BORN OUTSIDE THE UNITED STATES, YOU ARE REQUIRED TO PROVIDE PROOF OF CITIZENSHIP (COPIES OF A BIRTH CERTIFICATE OR US PASSPORT) OR A COPY OF YOUR RESIDENT ALIEN CARD. IF YOU REQUIRE AN F-1 VISA, YOU ARE REQUIRED TO COMPLETE THE INTERNATIONAL STUDENT SUPPLEMENTAL FORM AS PART OF YOUR APPLICATION FOR ADMISSION. ALL DOCUMENTATION MUST BE SUBMITTED AT LEAST 90 DAYS PRIOR TO THE APPLICATION DEADLINE.

Employment:

Present Position: Length in Position:

Employer:

Address:

CITY STATE COUNTRY ZIP/POSTAL CODE

Employer reimbursement: Yes No Percentage or amount:

Educational Background

List **ALL** colleges/universities attended. You are **required** to submit **official transcripts from each institution**.

College/University	Attendance Dates	Degree/Certificate	Completion Date

_____ I have taken the GMAT and will be submitting my scores to Loyola

_____ I am scheduled to take the GMAT _____ (date)

_____ I have not yet scheduled my GMAT

_____ **GMAT waiver request:** *To be considered for a waiver you must have an undergraduate GPA of 3.25 or higher that includes quantitative coursework and at least 5 years of degree-dependent, significant professional experience OR possess a graduate degree in any discipline as long as success with quantitative coursework is evident within your total academic experience. Please note: the admission committee reserves the right to require a GMAT be submitted.*

Student Classification *(select one)*

_____ First Time Loyola Graduate Applicant

_____ Re-applicant to Same Program

_____ Former Loyola Graduate Student Returning to New Program

_____ Non-matriculating Applicant

Personal Statement

Under separate cover, please describe your academic and professional achievements and aspirations. Discuss how a graduate business degree will help you enhance your career and achieve future goals. Please also indicate the aspects of the Loyola program you find most appealing. (Minimum guideline 250 words).

The following questions are optional and are used for statistical purposes only.

Ethnic Origin: African American _____

Native American or Alaskan Native _____

Asian American/Pacific Island _____

Hispanic American _____

Caucasian _____

Other _____

Religious Affiliation: _____

Certification

I affirm that the information I have provided on this application form and all other admission application materials are complete, accurate and true to the best of my knowledge. I have authorized each college or university I have attended to release academic and personal information as related to this admission application upon request by Loyola University Maryland. I agree to submit other materials that are required for this admission application. I understand that furnishing false information on any part of this admission application may result in cancellation of admission or registration or both.

Signature _____ Date _____

LOYOLA UNIVERSITY MARYLAND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, SEX, COLOR, NATIONAL AND ETHNIC ORIGIN, AGE, RELIGION, AND DISABILITY IN THE ADMINISTRATION OF ANY OF ITS EDUCATIONAL PROGRAMS AND ACTIVITIES OR WITH RESPECT TO ADMISSION AND EMPLOYMENT. THE DESIGNATED COMPLIANCE OFFICER TO ENSURE COMPLIANCE WITH TITLE IX OF THE EDUCATION AMENDMENT(S) OF 1972, AS AMENDED, AND WITH SECTION 504 OF THE REHABILITATION ACT OF 1973, AS AMENDED, IS GEORGE CASEY, ASSISTANT VICE PRESIDENT FOR HUMAN RESOURCES, YORK ROAD, RM. 206, 410-617-2354. LOYOLA UNIVERSITY MARYLAND IS AUTHORIZED UNDER FEDERAL LAW TO ENROLL NON-IMMIGRANT, ALIEN STUDENTS

** All application materials, once submitted, become the property of Loyola University Maryland and cannot be returned.*

