School of Social Work

LATE APPLICATION
TO RECEIVE A DEGREE

Instructions:

- School of Social Work students are to use this form to apply late to receive a BSW or MSW degree. **This application is for first-time applicants only.** If you are re-applying for a degree, contact the School of Social Work before completing any forms.

- A late fee of $30.00 applies and must be submitted with this application.

- Bring the completed form to room 850 Lewis Towers WTC to pay the $30 fee. Checks should be payable to “Loyola University Chicago”. The form and check can also be mailed to: School of Social Work, Attn: Student Services Department, 820 N. Michigan, Chicago, IL 60611. Carthage Students can submit the form and check to Advisor Valerie Earl or Program Director Craig Perri. **The School of Social Work will not accept this form without payment.**

*Regular Application MSW Deadlines: February 1 for August conferral, August 1 for December conferral, December 1 for May conferral. LATE application deadlines are February 15th (summer), August 15th (fall), and January 1st (spring). For students who have missed the May 2016 graduation deadline, students will have until December 30, 2015 to apply. Regular Application BSW Deadlines: October 1 for May & August conferral and March 1 for December conferral. LATE application deadlines are October 15th (spring & summer) and March 15th (fall).*

Please type or print legibly. Any email correspondence regarding this application will be sent to the student’s LUC account.

Name ____________________________

Please print name EXACTLY as you wish it to appear on your diploma

LUC ID# (NOT SS#) ______________________________

Degree applying for (circle one): BSW OR MSW

Specialization(s): ______________________________

Certificate(s) or Sub-specialization(s): ______________________________

Term applying to receive degree (circle one): May August December

Year applying to receive degree: ______________________________

Commencement Ceremony:
The School of Social Work’s commencement ceremony is held once per academic year in May. Early in the spring semester, The School of Social Work will provide information about the upcoming ceremony to recent graduates (i.e. those who received a degree in August or December of the previous year) and to students who have applied to graduate in May.

Graduation Application Late Fee Receipt
(For office use only)

School of Social Work Stamp

Check Amount Paid: _________ Number:
Receipt Date Paid: __________ Number: AU: 100