Eligibility forms may take up to 3 to 5 business days to complete. Note: We are unable to send completed Sports Eligibility Request Forms via e-mail as they contain sensitive or confidential information. You have the option of picking these completed forms up at the Office of Registration and Records and/or having them mailed. We will request that you present valid photo ID when picking these forms up and please indicate which team representatives have approval for the pick-up of the completed eligibility forms. **Please verify all students have included a signature before submitting this request. Requests cannot be processed without a student signature.** If you have any questions, please contact our office. **Please type or print clearly.**

FERPA Notice: The information contained in this form contains personally identifying information and may be protected by FERPA. Do not share with anyone who does not have a legitimate educational interest in the student’s record. This form, and any copies thereof, should be destroyed by Loyola one year after the date of submission.

Name: ______________________________ Date: ________________

Phone #: ______________________________

E-mail: ______________________________

Sport: ______________________________ Term: ______________________________

Affiliation with team: ______________________________

Select your pick-up option(s) below:

☐ Pick-Up at Office of Registration & Records
☐ Mail completed form to the address indicated on form

Authorized team representatives for pick-up: (Photo ID required at pick-up)

____________________________________

____________________________________

____________________________________

____________________________________

Requester Signature: ______________________________