



# UNDERGRADUATE APPLICATION FOR INTERNAL TRANSFER WITHIN THE UNIVERSITY

For current students only

Preparing people to lead extraordinary lives

**Fall Semester (Classes begin in late August)**  
Application Deadline: July 1, except the priority deadline of February 1 for internal transfer-students entering the Niehoff School of Nursing

**Spring Semester (Classes begin in mid-January)**  
Application Deadline: November 1

1. Name: \_\_\_\_\_  
Last First Middle

If any of your records are listed under another name(s), please indicate the name(s) here (e.g., maiden name):

2. Student ID Number: \_\_\_\_\_ 3. Date of Birth: \_\_\_\_\_  
Month Day Year

4. Gender:  Female  Male

5. Loyola E-mail Address: \_\_\_\_\_

6. Permanent Address: \_\_\_\_\_  
Number and Street City State ZIP Code / Country

7. Perm. Phone: (\_\_\_\_\_) \_\_\_\_\_ 8. Cell Phone: (\_\_\_\_\_) \_\_\_\_\_  
Area Code Number Area Code Number

9. Local Address: \_\_\_\_\_  
(if different from permanent) Number and Street City State ZIP Code

from \_\_\_\_\_ to \_\_\_\_\_ 10. Local Phone: (\_\_\_\_\_) \_\_\_\_\_  
Month/Year Month/Year Area Code Number

11. College/School currently attending:

- College of Arts and Sciences
- Niehoff School of Nursing
- School of Business Administration
- School of Communication
- School of Continuing and Professional Studies
- School of Education
- School of Social Work
- St. Joseph College Seminary

12. Total number of credit hours earned (including transfer credit): \_\_\_\_\_

13. I am applying for internal transfer to the:

- College of Arts and Sciences (select campus):
  - Lake Shore Campus
  - Water Tower Campus
- Niehoff School of Nursing
- School of Business Administration
- School of Communication
- School of Continuing and Professional Studies (See note below)
- School of Education
- School of Social Work
- St. Joseph College Seminary

14. Intended Major(s) (if uncertain, indicate "undecided"): \_\_\_\_\_

15. NOTE: Please answer this question if you are applying for transfer to the *School of Continuing and Professional Studies*:  
Have you worked full-time for at least three years?  Yes  No

This application must be signed by the applicant and is not valid if information is withheld or if misinformation is given.  
If admitted, the applicant agrees to comply with all the rules and regulations of the new College/School.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Thank you for your application. Please return this form to the office of the College/School to which you would like to transfer:*

**College of Arts & Sciences**  
Sullivan Center 235, LSC  
Lewis Towers 900, WTC

**Niehoff School of Nursing**  
Granada Center 360, LSC

**School of Business Administration**  
Maguire Hall 220, WTC

**School of Communication**  
51 E. Pearson, 2nd Floor, WTC

**School of Continuing & Professional Studies**  
Lewis Towers 401, WTC

**School of Education**  
Lewis Towers 1115, WTC

**School of Social Work**  
Lewis Towers 1212, WTC

**St. Joseph College Seminary**  
6551 N. Sheridan Road, LSC

**UNDERGRADUATE MAJORS**

|  |  |   |   |
|--|--|---|---|
| <i>College of Arts and Sciences</i>                      | French (BA)  | Studio Art: Drawing & Painting (BA)                     | <i>School of Business Administration</i>  |
| Anthropology (BA)  | Greek (BA)   | Studio Art: Photography (BA)                            | Accounting (BBA)                          |
| Anthropology (BS)  | History (BA)   | Theatre (BA)  | Economics (BBA)                           |
| Art History (BA)   | Human Services (BS)  | Theology (BA)   | Entrepreneurship (BBA)                    |
| Biochemistry (BS)  | International Film & Media Studies: Media Studies track (BA)     | Theoretical Physics & Applied Mathematics (BS)          | Finance (BBA)                             |
| Bioinformatics (BS)                                      | International Film & Media Studies: Production track (BA)        | Visual Communication (BA)                               | Human Resource Management (BBA)           |
| Biology (BS)   | International Studies (BA)                                       | Women's Studies & Gender Studies (BA)                   | Information Systems (BBA)                 |
| Biology: Emphasis in Ecology (BS)                        | Italian (BA)   | <i>Niehoff School of Nursing</i>                        | International Business (BBA)              |
| Biology: Emphasis in Molecular Biology (BS)              | Latin (BA)   | Health Systems Management (BS)                          | Management (BBA)                          |
| Biophysics (BS)  | Mathematics (BS)   | Nursing (BSN)   | Marketing (BBA)                           |
| Black World Studies (BA)                                 | Mathematics & Computer Science (BS)                              |   | Operations Management (BBA)               |
| Chemistry (BA)   | Mathematics Education (BS) (for Secondary Education majors only) | <i>School of Communication</i>                          | Sport Management (BBA)                    |
| Chemistry (BS)   | Music (BA)   | Advertising & Public Relations (BA)                     | <i>School of Education</i>                |
| Classical Civilization (BA)                              | Philosophy (BA)  | Communication Studies (BA)                              | Bilingual/Bicultural Education K-9 (BSEd) |
| Computer Science (BS)                                    | Philosophy: Social Justice Concentration (BA)                    | Communication Studies: Advocacy & Social Change (BA)    | Early Childhood Special Education (BSEd)  |
| Computer Science: Communication Networks & Security (BS) | Physics (BS)   | Communication Studies: New & Digital Media Studies (BA) | Elementary Education K-9 (BSEd)           |
| Computer Science: Information Technology (BS)            | Physics & Computer Science (BS)                                  | Journalism (BA)   | Mathematics Education (BSEd)              |
| Computer Science: Software Development (BS)              | Political Science (BA)   | <i>School of Continuing and Professional Studies</i>    | Science Education K-9 (BSEd)              |
| Criminal Justice & Criminology (BS)                      | Psychology (BS)  | Clinical Laboratory Science (BS)                        | Secondary Education 6-12 (BSEd)           |
| Economics (BA)   | Religious Studies (BA)   | Exercise Physiology (BS)                                | Special Education K-12 (BSEd)             |
| English (BA)   | Sociology (BA)   | Healthcare Emergency Management (BS)                    | <i>School of Social Work</i>              |
| English: Creative Writing Concentration (BA)             | Sociology & Anthropology (BA)                                    | Managerial Arts & Leadership (BA)                       | Social Work (BSW)                         |
| Environmental Science (BS)                               | Spanish (BA)   |   | <i>St. Joseph College Seminary</i>        |
| Environmental Studies (BA)                               | Statistics (BS)  |   | Philosophy (BA)                           |
| Forensic Science (BS)                                    | Studio Art: Ceramics (BA)  |   |   |

**FOR OFFICE USE ONLY:**

Received by: \_\_\_\_\_ Date Received: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

- Accepted     Denied
- GPA checked
- File/documents requested from sending school
- File checked/scanned to DocFinity
- Program changed
- Plan changed
- General/College/School Advisor changed or added
- Advising service indicator added
- Student notified of decision