

How Student initiates Change of Degree Seeking GSPS System

1. Log in GSPS system: <https://gsps.luc.edu>
2. Select "Change in Degree-Seeking" category

LOYOLA UNIVERSITY CHICAGO
GRADUATE SCHOOL

Graduate Student Progress System (GSPS) - TEST VERSION

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Thesis/Dissertation Proposal
Thesis/Dissertation Overview

Programs:	Program ID	Program	Status
Select Select one to proceed	BIOL-MS	Biology	Active
Select	ASTA-MS	Applied Statistics	Active

Student Information:
Name: Joe Student Loyola ID: 0000080022
Email: jstudent@luc.edu

Program Information:

Program	Admit Code	Admit Year	Admit Date	End Code	End Year	End Date	Status
BIOL-MS	1016	2001-2002	8/22/2001	1058	2005-2006	2/20/2006	Active
ASTA-MS	1016	2001-2002	8/22/2001	1058	2005-2006	1/18/2011	Active

Professional Activities:
Presentation(s): 1
Publication(s): 2
Placement(s): 2
Internship(s): 0
External Award(s): 0

3. Select "Add" button



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Current Program: **ASTA-MS** [Change](#)

Change in Degree-Seeking Status

[Add](#)

General Information:

Name: **Joe Student**
LUC ID: **0000080022**
Email: **jstudent@luc.edu**
Program: **ASTA-MS**

Change in Degree-Seeking Status List:

Student doesn't have any change in Degree-Seeking status. To add, click on 'Add' button.

4. Select the program that you are changing to and enter an explanation for the change.
5. Select "Save" button

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Current Program: **ASTA-MS** [Change](#)

Change in Degree-Seeking Status

[Cancel](#) [Save](#)

General Information:

Name: **Joe Student**
LUC ID: **0000080022**
Email: **jstudent@luc.edu**
Program: **ASTA-MS**

Change in Degree-Seeking Status Details:

Instructions and Procedures:

This form is for students wishing to make a change within a program or department.

Note: Do not use this form if you wish to:

- Change to a new department or free-standing program;
- Change from a Master's to a PhD program; or
- Move from non-degree to degree-seeking status.

If any of these apply, you must go through the Graduate and Professional Enrollment Management (GPEM) department using the Re-Application for Admission form found on [The Graduate School website](#). Any additional materials required for the change of admission must be attached to the re-application form and submitted directly to GPEM.

Change From: **ASTA-MS** Change To:

Reason for change:

Additional Credentials: [Browse...](#)

Examples may be letters of recommendation, test scores, etc.
PDF only. File size must be less than 4MB.
If you have multiple documents, please combine them into one PDF document.