

# LIMEX Extension Program Students

If you plan to study in the extension program, please follow the instructions below to create your account and complete your application. Before you begin, be sure you know (1) whether you will study as a graduate or continuing education student and (2) what credential you will pursue:

Graduate Options	Continuing Education Options
Master of Pastoral Studies	Certificate in Pastoral Studies
Master of Religious Education	Certificate in Religious Education
Certificate in Theology and Ministry	Certificate in Theology and Ministry

For more information about these options, please go [here](#).

## Create Your Account

**Step 1:** Go to: <https://grad.loyno.edu/apply/>

**Step 2:** Click “Create an account.”

### LOYOLA UNIVERSITY NEW ORLEANS

**Loyola University New Orleans**  
**Graduate (on-campus), Masters Law, Nursing ABSN (hybrid), Post-Certificate & Non-Degree Programs**  
**Create your Application Account at the link on the bottom of the page**

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**Graduate (on-ground) Programs:**  
 Master of Science in Counseling, Master of Music Performance, Master of Music Therapy Equivalency Program, Master of Arts in Teaching, Master of Business Administration, Master of Pastoral Studies with the Loyola Institute for Ministry, Master of Religious Education with the Loyola Institute for Ministry

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**Loyola College of Nursing Program:**  
 Accelerated BSN program (Hybrid) within the College of Nursing. All academic disciplines are welcome to apply. Bachelor degree required.

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**Loyola College of Law:**  
**Master's degree programs:**  
 Master of Arts in Environmental Law  
 Master of Arts in Health Law & Administration  
 All academic disciplines are welcome to apply. No GRE or LSAT required.  
**LLM Program:**  
 Applicants must be eligible to practice law in any U.S. state or abroad, if applying to the LLM Program.

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To apply for one of the College's Juris Doctor (J.D.) programs (J.D., J.D./M.B.A., J.D./M.U.R.P., J.D./LL.M., or J.D./M.P.A.), please visit [Law Admissions](#) for more information.

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**Certificates and Other Programs:**  
 Pre-Health Post-Baccalaureate Certificate, Music Education Post-Baccalaureate Certificate, Pre-CPA Post-Baccalaureate Certificate, Loyola Institute for Ministry Certificate programs & Non-Degree

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**Online Graduate Program Applications:**  
 Some Graduate programs are **only** offered online and require a separate application.  
 Online Master of Music Therapy program, please visit this [application](#).  
 Online Master of Criminology and Justice, please visit this [application](#).  
 School of Nursing applicants, please visit this [application](#)

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**Returning users:**  
[Log in](#) to continue an application.

**First-time users:**  
[Create an account](#) to start a new application.

**Step 3:** Enter your information to register and click “Continue.”

**LOYOLA UNIVERSITY NEW ORLEANS**

### Register

To register for an account, please enter the information requested below.





Email Address

First Name

Last Name

Birthdate

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New Orleans, LA 70118  
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**Step 4:** Access your email for temporary PIN.

**Step 5:** Login using your temporary PIN, birthday, & email address and click “Log in.”

**LOYOLA UNIVERSITY NEW ORLEANS**

### Login

A temporary PIN has been sent to your email address. If you do not receive this message in the next few minutes, please check your junk mail folder.





Email  [switch](#)

Account

Temporary PIN

Birthdate

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**Step 6:** Create password and click “Set password.”

### Set Password





To protect the security of your account, please specify a new password. The password must meet complexity requirements.

New Password

New Password (again)

- ✓ At least one letter
- ✓ At least one capital letter
- ✓ At least one number
- ✓ Be at least 12 characters
- ✓ New passwords must match

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# Create Your Application

**Step 1:** Scroll down to the bottom of the application page and click “Start New Application.”

**Loyola University New Orleans**  
**Graduate (on-campus), Masters Law, Nursing ABSN (hybrid), Post-Certificate & Non-Degree Programs**  
**Create your Application Account at the link on the bottom of the page**

**Graduate (on-ground) Programs:**  
Master of Science in Counseling, Master of Music Performance, Master of Music Therapy Equivalency Program, Master of Arts in Teaching, Master of Business Administration, Master of Pastoral Studies with the Loyola Institute for Ministry, Master of Religious Education with the Loyola Institute for Ministry

**Loyola College of Nursing Program:**  
Accelerated BSN program (Hybrid) within the College of Nursing. All academic disciplines are welcome to apply. Bachelor degree required.

**Loyola College of Law:**  
**Master's degree programs:**  
Master of Arts in Environmental Law  
Master of Arts in Health Law & Administration  
All academic disciplines are welcome to apply. No GRE or LSAT required.  
**LLM Program:**  
Applicants must be eligible to practice law in any U.S. state or abroad, if applying to the LLM Program.

To apply for one of the College's Juris Doctor (J.D.) programs (J.D., J.D./M.B.A., J.D./M.U.R.P., J.D./LL.M., or J.D./M.P.A.), please visit [Law Admissions](#) for more information.

**Certificates and Other Programs:**  
Pre-Health Post-Baccalaureate Certificate, Music Education Post-Baccalaureate Certificate, Pre-CPA Post-Baccalaureate Certificate, Loyola Institute for Ministry Certificate programs & Non-Degree

**Online Graduate Program Applications:**  
Some Graduate programs are **only** offered online and require a separate application.  
Online Master of Music Therapy program, please visit this [application](#).  
Online Master of Criminology and Justice, please visit this [application](#).  
School of Nursing applicants, please visit this [application](#)

Your Applications			
Type	Status	Started	Submitted
You have not yet started an application using this account.			

[Start New Application](#)

**Step 2:** Select application type, for example, “2023 Graduate Program Applications (On-Campus).”

Master of Science in Counseling, Master of Music Performance, Master of Music Therapy Equivalency Program, Master of Arts in Teaching, Master of Business Administration, Master of Pastoral Studies with the Loyola Institute for Ministry, Master of Religious Education with the Loyola Institute for Ministry

**Loyola College of Nursing Program:**  
Accelerated BSN program (Hybrid) within the College of Nursing. All academic disciplines are welcome to apply. Bachelor degree required.

**Loyola College of Law:**  
**Master's degree programs:**  
Master of Arts in Environmental Law  
Master of Arts in Health Law & Administration  
All academic disciplines are welcome to apply. No GRE or LSAT required.  
**LLM Program:**  
Applicants must be eligible to practice law in any U.S. state or abroad, if applying to the LLM Program.

To apply for one of the College's Juris Doctor (J.D.) programs (J.D., J.D./M.B.A., J.D./M.U.R.P., J.D./LL.M., or J.D./M.P.A.), please visit [Law Admissions](#) for more information.

**Certificates and Other Programs:**  
Pre-Health Post-Baccalaureate Certificate, Music Education Post-Baccalaureate Certificate, Pre-CPA Post-Baccalaureate Certificate, Loyola Institute for Ministry Certificate programs & Non-Degree

**Online Graduate Program Applications:**  
Some Graduate programs are **only** offered online and require a separate application.  
Online Master of Music Therapy program, please visit this [application](#).  
Online Master of Criminology and Justice, please visit this [application](#).  
School of Nursing applicants, please visit this [application](#)

**Start New Application**

Select an application type:

- 2023 Graduate Program Applications (Law)
- 2023 Graduate Program Applications (On-Campus)
- 2023 Nursing
- 2023 Post-Baccalaureate Certification Applications
- 2023 Readmit & Non-Degree Seeking Applications

[Create Application](#) [Cancel](#)

Your Applications			
Type	Status	Started	Submitted
You have not yet started an application using this account.			

[Start New Application](#)

### Step 3: Select the LIM Certificate semester application (Fall, Spring, or Summer) you wish to start:

The screenshot shows the 'Start New Application' dialog box with the following options:

- 2023 Graduate Program Applications (On-Campus)
- 2023 Fall Master of Business Administration
- 2023 Fall Master of Arts in Teaching
- 2023 Fall Master of Science in Counseling
- 2023 Fall Master of Music Performance
- 2023 Fall Master of Music Therapy Equivalency Program
- 2023 Fall Loyola Institute for Ministry Non-Degree
- 2023 Fall Loyola Institute for Ministry Certificates**
- 2023 Fall Loyola Institute for Ministry Masters Degrees**
- 2023 Spring Loyola Institute for Ministry Certificates
- 2023 Spring Loyola Institute for Ministry Non-Degree
- 2023 Spring Loyola Institute for Ministry Masters Degrees**
- 2023 Summer Master of Arts Teaching
- 2023 Summer Loyola Institute for Ministry Master Degrees
- 2023 Summer Loyola Institute for Ministry Certificates
- 2023 Summer Loyola Institute for Ministry Non-Degree

The background page lists various programs including Graduate (on-ground) Programs, Loyola College of Nursing Program, Loyola College of Law, Certificates and Other Programs, and Online Graduate Program Applications.

Then click “Create Application”:

The screenshot shows the 'Start New Application' dialog box with the '2023 Fall Loyola Institute for Ministry Masters Degrees' option selected. A red arrow points to the 'Create Application' button at the bottom of the dialog box.

# Application Instructions

## Step 4, Application Instructions: Review application requirements, scroll down and click “Continue.”

**Personal Statement / Statement of Educational Purpose** This statement should be a 3-page, double-spaced and word-processed essay. Please refer to the [program guidelines](#) for writing your statement.

**2 Recommendations Forms** These must be completed by professionals in ministry and/or education who can attest to your service/ministry involvement and readiness for graduate work. In the application, you will be asked to supply the contact information of the recommenders to which forms will be distributed.

Please do not ask your recommenders to write a separate letter as we have specific questions for the recommenders.

Please complete all sections of the application. Once you have completed the application, please sign and submit the application. You do not need to submit supporting materials in order to sign and submit the application. If you are not ready to submit your supporting materials, you can log back in at a later time to submit materials or make changes to your application.

The application asks for information that will allow us to assess your potential for achievement in our graduate programs. We do so without reference to race, sex, creed, or religious preference, and our holistic process is designed to select students with strong potential for success.

In addition to the requirements above, international students must also submit the following:

**TOEFL, IELTS, DET Scores\*** International students must be sufficient in English to pursue a degree or certificate. We will accept TOEFL, IELTS, or Duolingo English Test (DET) to satisfy this requirement. Please refer to the [scoring criteria](#) for your respective exam.

**Affidavit of Support\*** International students requiring a F-1 or J-1 Visa must submit this document showing sufficient funds to finance the course of studies and living expenses.

\* These requirements may be waived for some programs, waivers are assessed and applied after an applicant has submitted and completed the application.

Once your application is submitted, you will be able to access your admissions portal and check the status of your application. Once your application is complete, meaning all documents have been received, your application will be sent to the program committee for review so a decision can be rendered.

**Continue** 

## Step 5, Personal Background: Enter your personal information, scroll down and click “Continue.”

you lived outside the United States?

Religious Preference (Optional)

US Armed Forces Status

### Citizenship Information

Citizenship\*

Dual Citizenship

Social Security Number  (omit dashes) [Privacy Protection Policy](#)

### Race/Ethnicity

Colleges and universities are asked by many groups, including the federal government, accrediting associations, college guides, and newspapers, to describe the ethnic/racial backgrounds of their students and employees. In order to respond to these requests, we ask you to answer the following two questions. [View Definitions](#)

Are you Hispanic or Latino?

- Yes  
 No

Regardless of your answer to the prior question, please check one or more of the following groups in which you consider yourself to be a member:

- American Indian or Alaska Native  
 Asian  
 Black or African American  
 Native Hawaiian or Other Pacific  
 White  
 Native Hawaiian or Other Pacific Islander

**Continue** 

**Step 6, General Application Information:** Complete general application instructions, scroll down and click “Continue.”

No  
 Full Time  
 Part Time  
 Any graduate student who intends to enroll in 6 or more credit hours will be considered a full-time student for financial aid purposes.

Are you a member of a military service branch?

**In Case of Emergency Contact Information**

Please provide contact information.

Relation to Self

First Name

Last Name

Salutation

Suffix

Resides with Student

Phone Number

Email Address

**Continue**

**Step 7, Program Information:** Enter your undergraduate major.

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## LIM Program Information

What was your undergraduate major?

What is your intended major at Loyola?

**Step 8:** Select your intended LIMEX major.

If you will pursue a LIMEX Master’s Degree:

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## LIM Program Information

What was your undergraduate major?

What is your intended major at Loyola?

- LIM CERTIFICATES
  - Advanced Continuing Education Certificate in Religious Education On-Campus
  - Certificate in Religious Education LIMEX
  - Certificate in Religious Education On-Campus
  - Continuing Education Certificate in Spirituality LIMEX
  - Continuing Education Certificate in Spirituality On-Campus
  - Graduate Certificate in Theology & Ministry LIMEX
  - Post-Master's Certificate in Pastoral Studies On-Campus
- LIM MASTERS DEGREES
  - Master of Pastoral Studies LIMEX
  - Master of Pastoral Studies On-Campus
  - Master of Religious Education LIMEX
  - Master of Religious Education On-Campus
- LIM NON-DEGREE SEEKING
  - Non-Degree Seeking LIM (Single Course) CEU On-Campus
  - Non-Degree Seeking LIM (Single Course) GC On-Campus

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## If you will pursue a LIMEX Certificate:

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Mikaela Goode [Logout](#)

2023 Fall Loyola Institute for Ministry Certificates, 074634419

Impersonation Active: You may be able to see data and make changes that the user might not be able to see or do directly. Avoid impersonating multiple records simultaneously in a single browser session. [X](#)

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- [Education Background](#)
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- [Signature](#)
- [Review](#)

## LIM Program Information

What was your undergraduate major?

- LIM CERTIFICATES
- Certificate in Pastoral Studies LIMEX
  - Certificate in Pastoral Studies On-Campus
  - Certificate in Religious Education LIMEX
  - Certificate in Religious Education On-Campus
  - Continuing Education Certificate in Spirituality LIMEX
  - Continuing Education Certificate in Spirituality On-Campus
  - Continuing Education Certificate in Theology & Ministry LIMEX
  - Continuing Education Certificate in Theology & Ministry On-Campus
  - Graduate Certificate in Theology & Ministry LIMEX
  - Graduate Certificate in Theology & Ministry On-Campus
  - Post-Master's Certificate in Religious Education On-Campus

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**Step 9:** Select your Focus Area and complete the additional questions, then click “Continue.”

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## LIM Program Information

What was your undergraduate major?

What is your intended major at Loyola?

Master of Pastoral Studies LIMEX

What is your intended Focus Area?

Youth Ministry

Do you intend to apply using the Non-Baccalaureate Exception Program?

(Students who have earned between 91 and 119 undergraduate credits are eligible to apply for graduate study through the Loyola Institute for Ministry's Non-Baccalaureate Exception policy. Please see the bulletin for more details.)

- Yes  
 No

Are you currently enrolled in the Dual Bachelor's and Master's Degrees: Bachelor of Arts in Religious Studies (BA) and Master of Religious Education (MRE) or Master of Pastoral Studies (MPS)?

- Yes  
 No

### Dual Degree Information

Are you interested in pursuing a dual degree program?

- Yes  
 No

**Continue**

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## Step 10, Educational Background: Enter education history, click “Save”:

Impersonation Active: You may be al

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Institution: Loyola University New Orleans  
Country: United States  
City: New Orleans  
State: Louisiana  
Dates Attended: August 2012 to May 2015  
Level of Study: Undergraduate  
Degree: Bachelors (four-year degree)  
Date Conferred or Expected: May 2015  
GPA: 3.50 on a scale of 4.0 (e.g., 4.0, 4.3, 5.0, 15, 100)  
Do not recalculate GPA, and do not report if not printed on transcript.  
Honors:   
Awards:   
Save Cancel

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multaneously in a single browser session.

transcripts can be delivered or

whether you graduated), from the list in the order of attendance, with

your bachelor's degree(s), or the

not need to complete this section nor

Dates Attended

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Then click “Continue.”

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Review

## Education History

Official transcripts from all colleges and universities attended must be sent directly from the institution. Official transcripts can be delivered or mailed to the Office of Admissions or submitted electronically via email to [gradadmit@loyno.edu](mailto:gradadmit@loyno.edu).

**Degree Seeking Applicants:** Please list and submit ALL colleges and universities attended (regardless of whether you graduated), from the school where you earned your bachelor's degree(s), and any study for academic credit going forward. Please list in the order of attendance, with the most recent first.

**Certificate and Non-degree Applicants:** Please list and submit the college or university where you earned your bachelor's degree(s), or the highest degree earned.

**CEU Applicants:** Those who are applying to the Institute for admission as continuing education students do not need to complete this section nor submit transcripts.

Institution	Degree	Dates Attended
<a href="#">Add Institution</a>		
Loyola University New Orleans	Bachelors (four-year degree), 05...	08/2012-05/2015 <a href="#">Edit</a>

Continue

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## Step 11, Supporting Documents: Upload supporting documents and click “Continue.”

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### Supporting Documents

**Professional Resume**

All applicants are **REQUIRED** to submit a brief resume outlining relevant degrees and course work, paid or volunteer work experiences, any honors, presentations, papers, and other life experiences that might be helpful for the admissions committee.

Upload your resume reflecting a minimum of 1,800 hours of recent nursing practice (or 12 months of full-time employment).

Choose File | Resume.pdf

**Personal Statement / Statement of Educational Goals**

All applicants are **REQUIRED** to submit a personal statement or statement of educational goals. **Please review the degree program requirements section for statement guidelines.** In addition to your program requirements, consider including your professional goals after completing the program, and any other life experiences that might be helpful for the admissions committee.

**\*Essay prompts for LIM applicants are as follows:**  
In 600-1,200 words, please discuss your reasons for applying to the Loyola Institute for Ministry (LIM). Your essay should reflect your understanding of how LIM can help you grow in a current or future ministry, or, for those who do not now consider themselves to be in ministry, help you explore faith and its implications for the Church and world today.

Upload your essay using the tool below:

Choose File | personal statement

\*If you are still working on your essay and/or resume, you can submit them later via your application status portal (you will be granted access to this portal after submitting your application).

**Continue**

## Step 12, Signature: Sign application and click “Confirm.”

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### Signature

I do hereby authorize Louisiana post-secondary institutions access to my academic records. I also authorize the release or receipt of admissions-related information on an as-needed basis to or from high schools and University officials.

I certify that the information in this application is accurate and complete, and I acknowledge that any omission or inaccurate information could jeopardize my standing with Loyola University New Orleans.

In place of your signature, please type your full legal name:  
St. Francis Xavier

**Confirm**

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## Step 13, Review & Submit: Review application and click “Submit Application.”

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**Review**

### Review

Please review your application before submitting. Make sure you have answered all applicable questions and provided your contact information. At the bottom of this page please put your full name and today's date in the fields before clicking on the "Submit Application" button.

**As an administrator, you may bypass application warnings and submit the application in an incomplete state.**

**Submit Application** | Save for Later