Before you begin…
1. Go to **uofl.me/mshrod**
2. Click **How to Apply**
3. Review the admission requirements and forms

You will need the following Information to complete the application:
- Social Security Number
- Email address
- Emergency contact information
- Address history
- Names and email addresses for at least two professional/educational references
- Goal statement sheet/questionnaire. Available at **uofl.me/statement-sheet**
- Resume
- Payment method and information
  You may pay the application fee with a Visa, Mastercard, American Express, Discover Card or with an electronic check.

Instructions
1. Go to **http://graduate.louisville.edu/sigs/apply**
2. Scroll down and select **Read the Application Directions**.
3. Carefully read all parts of the page entitled *Information Regarding Admission*. Once you have finished, scroll up to return to section *A. Application for Admission* and select the **online application form.**
4. Click the **Create an Account** button if you are beginning your application for the first time. Follow the instructions to create *User Name* and *Password*. If you are returning to an existing application, click **Complete the Application**, and sign in to your account using the user name and password you created previously.
5. Once your account is created, click **Back to the Main Menu.**
6. On the Application Menu, click **Application**, to complete your application. If required, sign in to the application system using the User ID and Password you just created.
7. Enter your *Personal Data* (i.e., Name, Social Security, date of birth, citizenship, etc.).
8. Click **Continue** to move to the next screen, and enter your home and mailing addresses as well as your emergency contact information.
9. Click **Continue** to move to the next screen, and enter your *Residency Data*.
10. Click **Continue** to move to the next screen, and enter your *Education Plans* and *Application Type*. Complete these two sections. Select **Graduate – Master** from the dropdown *classification level* menu.

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Organizational Leadership & Learning
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11. Click **Continue** to move to the next screen. Under *Program Choice*, please select **College of Education & Human Development**. A drop-down menu will appear showing programs offered in the College of Education & Human Development. We offer our Master's in Human Resources & Organization Development with three concentrations: Human Resource Leadership, Workplace Learning & Performance, and Health Professions Education. Select the Master's program with the desired concentration, and the term in which you wish to enroll. Select **save selection.**
12. Click **Continue** to move to the next screen. Enter the dates you have, or will, take the GRE, if applicable.[1]
13. Click **Continue** to move to the next screen. Please provide your *Academic Background*, and include **all** prior undergraduate and graduate coursework completed at the University of Louisville and/or other institutions.
14. Click **Continue** to move to the next screen. Enter your comments, if any, and complete the section *Recommendation* by providing names and email addresses for your professional/educational references.
15. Under *Attachments* **upload** your
    a. Personal goal statement cover sheet/questionnaire
    b. Personal goal statement
    c. Resume
16. Indicate whether you have previously submitted a graduate application to UofL. Read the Certification statement, and select **I Agree if the certification statement is true**.
17. Click **Submit**.
18. Enter payment method and follow the instructions to complete the transaction.

For questions about the admissions process contact the following:
- Nina Marijanovic, Graduate Admissions Coordinator, n0mari01@louisville.edu or (502) 852-1462 *or*
- UofL Graduate Admissions Office, gradadm@louisville.edu or (502) 852-3101.

Any hardcopies of admissions materials, including non-University of Louisville transcripts, should be mailed to:

University of Louisville
School of Interdisciplinary and Graduate Studies
2211 South Brook Street
Houchens Building, Room 105
Louisville, KY 40292