

Re-Applicant Re-use of Materials Form

Applicant Name: _____

This form is required for re-applicants wishing to RE-USE previous materials only. Please refer to the application instructions to ensure that you qualify as a re-applicant before completing this form. Re-applicants may use this form to request the use of materials from their previous year application. However, re-applicants must, at a minimum, complete new versions of the following:

- Start and submit a **new** online Graduate School application (including the \$85 application fee).
- Sign and upload a **new** Personal Disclosure Statement.
- Sign and upload a **new** MSW Application Signature Form. Please check the box “Re-Applicant.”
- Sign and upload a **new** Social Work and Human Service Experience Form.
- Sign and upload a **new** Advanced Standing Eligibility Form (for any applicant with a BSW/BASW).
- Submit a **new** essay which includes both the Autobiographical Statement and the Social Problem Analysis; *please note the essay prompts and guidelines have changed for the 2018-2019 application*

Which Materials Will You Be Re-Using From Last Year?

Check the boxes below to identify the materials that you would like to **re-use**. Where you will be reusing materials, you do not need to upload your old materials in the graduate school portal – leave that area blank and we will upload your materials from last year’s application for you.

Resume, however, re-applicants are encouraged to submit an updated version to capture most recent experience

Transcripts from the following schools (recent graduates should submit any new transcripts reflecting coursework and degree awards not previously reflected):

References: If you would like to **re-use any past references**, please list the recommender’s information below. When designating your references in the graduate school application, please select that each of these recommenders will submit their reference by postal mail – this allows us to upload your past references without contacting your references again. However, **for new references**, DO NOT select the postal mail option, as they must submit their reference electronically via the graduate school application.

First Name	Last Name	Title	Organization

Please ensure that any new materials are uploaded accurately in your application. If you are missing documents, and have not requested to re-use items by checking off on this form, your application will be considered incomplete.

Signature

Date