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**Special Application – Non-Degree Status**

This form is to be used by individuals to apply for non-degree status admission to Stevenson University. Non-degree seeking students are limited to part-time status and may not receive financial aid. Applicants should complete Sections 1-6 of this form, print it, sign it, and **submit it to the Stevenson University Registrar’s Office.**

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| **SECTION 1: PERSONAL INFORMATION** |

**Choose a Prefix:** Choose a prefix. **Name (Last, First Middle):** Click here to enter full legal name.

**Permanent Address:** Click here to enter Street Address.

Click here to enter City. State. Zip Code.

Click here to enter County.

**Phone Number:** Click here to enter phone number. **Email:** Click here to enter email address.

**Social Security Number:** Click here to enter Social Security Number.

**Citizenship:**  U.S.

U.S. Permanent Resident (submit photocopy of front and back of Permanent Resident Card)

All other applicants – specify visa type or other non-immigrant category: Click here to enter visa type or other non-immigrant category.

**Birth Date** (MM/DD/YYYY): Click here to enter birth date.

**Place of Birth:** Click here to enter City/State or City/Country of birth.

**Present Occupation (if applicable):** Click here to enter occupation.

**Employer:** Click here to enter name of employer.

Click here to enter employer’s address.

Click here to enter employer’s phone number.

**Optional Demographic Information:**

Are you of Hispanic or Latino origin?  Yes  No

Race: Click here to enter race.

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| **SECTION 2: ENROLLMENT INFORMATION** |

**Term of desired enrollment:**  Fall  January  Spring  Summer

**Year:** Click here to enter year.

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| **SECTION 3: EDUCATIONAL BACKGROUND – HIGH SCHOOL** |

**High School(s) Attended (List most recent first):**

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| --- | --- | --- |
| **Name of School** | **Location (City, State)** | **Dates Attended** |
| Click here to enter name. | Click here to enter location. | Click here to enter dates. |
| Click here to enter name. | Click here to enter location. | Click here to enter dates. |
| Click here to enter name. | Click here to enter location. | Click here to enter dates. |

**High School Graduation Date (Month/Year):** Click here to enter month and year of high school graduation.

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| **SECTION 4: EDUCATION BACKGROUND – COLLEGE** |

**College(s) Attended (List most recent first):**

*Note: Please be sure to include any and all institutions attended regardless of whether credit was earned or not.*

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| --- | --- | --- | --- |
| **Name of School** | **Location (City, State)** | **Dates Attended** | **Number of Credits/GPA** |
| Click here to enter name. | Click here to enter location. | Click here to enter dates. | Click here to enter number of credits/GPA. |
| Click here to enter name. | Click here to enter location. | Click here to enter dates. | Click here to enter number of credits/GPA. |
| Click here to enter name. | Click here to enter location. | Click here to enter dates. | Click here to enter number of credits/GPA. |

**Total Credits Earned:** Click here to enter total number of credits earned from all institutions.

**Are you currently enrolled at another institution?**  Yes  No

**If yes: Where?** Click here to enter name of institution.

**Are you degree-seeking at this institution?**  Yes  No

**Have you ever received or will you be receiving a degree from another institution?**  Yes  No

**If yes: Name of institution:** Click here to enter name of institution.

**Type of degree:** Click here to enter type of degree.

**Major:** Click here to enter major.

**Year degree was or will be received:** Click here to enter year.

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| **SECTION 5: CERTIFICATION** |

**Have you ever been suspended, dismissed, or placed on probation by any educational institution?**

Yes (complete Section 6)  No

I understand that this application is for Stevenson University’s Special Non-Degree Seeking Status. In order to earn a degree from SU, I must formally apply to the University and be accepted by the Admissions Office.

I understand that registration may be subject to approval by the Associate Dean, Department Chair, or Program Coordinator. I further understand that in order to receive financial aid, I must be accepted to the University as a degree seeking student.

I certify that this and all information submitted is true and complete to the best of my knowledge. I authorize any schools or colleges I may have previously attended to release personal and/or academic information to Stevenson University.

*Admissions to the college shall be determined without regard to race, color, religion, national origin, or sex. The University also complies with all application law regarding discrimination and accessibility on the basis of age, conditions of handicap, veteran status or otherwise.*

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| **SECTION 6: ADDITIONAL INFORMATION** |

Please use this space if needed to elaborate on answers provided in Section 6.

**If you answered “Yes” to Question 1, please explain below:**

Click here to enter explanation.

*Note: If the reason was other than academic, the institution’s Dean of Students must also submit a letter of explanation.*

**If you answered “Yes” to Question 2, please explain below:**

Click here to enter explanation.

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| **SECTION 7: SIGNATURES** |

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**Applicant’s Signature Date**

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**Parent’s Signature (if applicant is under 18) Date**