

## Non-Degree Status Policy

The University of Scranton recognizes that, from time to time, there are people who wish to take graduate level courses without necessarily pursuing graduate degrees or certification programs. Typically, they seek such a route in order to contribute to their personal growth and/or professional development. As a result, the Non-Degree Admission category was developed. The following policies govern admission and continuance in this status.

### *Application for Non-Degree Status*

To be considered for Non-Degree Status at The University of Scranton you must:

- 1) Possess a bachelor's degree with an overall grade point average of 2.75 earned at an accredited U.S. institution (or have an equivalent degree from another country).
- 2) Possess an overall 3.0 GPA in any graduate work undertaken prior to filing the application are required.
- 3) Complete a Non-Degree application form and submit an *official* copy of your final bachelor's degree transcript along with an *official* copy of any other transcripts showing post-baccalaureate work undertaken.
- 4) Indicate your reason(s) for seeking admission as a Non-Degree Graduate Student. Please note that you may be asked to provide additional information if the reviewing department would like to know more about you.

All applications for Non-Degree Status will be reviewed by appropriate Graduate Program Directors and the Office of Graduate Admissions, who will decide upon the admission and inform you promptly of your status.

Degree-seeking graduate students will have priority in courses where space and or facilities are limited. Non-Degree Graduate Students lacking course prerequisites must obtain written authorization from individual instructor(s) in order to register for such a course.

Admission to Non-Degree Graduate status is limited to one academic year and Non-Degree Graduate Students may not elect more than nine (9) credits in any one graduate department while in this status. Anyone seeking to extend Non-Degree Graduate Student status beyond one year must obtain written authorization from the appropriate Graduate Program Director and the Office of Graduate Admissions.

Non-Degree Graduate Students are subject to all regulations that apply to matriculated degree-seeking graduate students, including the requirement that they maintain an overall grade point average of 3.0 in all courses elected.

Courses taken as a Non-Degree Graduate Student will be recorded on a graduate transcript and may, in conformance as stated in the Graduate Studies catalog, be subsequently counted toward a graduate degree should you later gain regular admission to a degree program at The University of Scranton. Admission to Non-Degree status should in no way be construed as a guarantee of subsequent admission to a degree program.

Non-Degree Graduate Students are *not* eligible for graduate assistantships or financial assistance.

The University of Scranton reserves the right to terminate a Non-Degree Student in the event that University policies or regulations are violated.



APPLICATION FOR NON-DEGREE STATUS

Name \_\_\_\_\_

Last

First

MI

Maiden Name (if applicable) \_\_\_\_\_

Date of Birth \_\_\_\_\_  
Month Day Year

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

Permanent Address (Mailing Address)

Street \_\_\_\_\_ Apt. No. \_\_\_\_\_

City, State, Zip \_\_\_\_\_

County \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_

E-mail address \_\_\_\_\_

Country of Citizenship \_\_\_\_\_

Term applying for (circle one):

Fall 20 \_\_\_\_\_ Intersession 20 \_\_\_\_\_ Spring 20 \_\_\_\_\_ Summer 20 \_\_\_\_\_

Area of Proposed Study: \_\_\_\_\_

Educational Background

Please indicate the institution(s) you have attended, along with dates and degree(s) earned

\_\_\_\_\_  
\_\_\_\_\_

Reason(s) for Application

Please indicate your reason(s) for seeking Non-Degree admission (use the reverse side of this application if you require additional space in which to write)

\_\_\_\_\_  
\_\_\_\_\_

*Ethnic Information*

This section should be completed by U.S. citizens and eligible non-citizens only:

Are you Hispanic or Latino?

Yes       No

Check one or more of the following groups you consider yourself to be a member:

American Indian or Alaskan Native

Asian

Black or African-American

Native Hawaiian or other Pacific Islander

White

I certify that I have read the policy governing Non-Degree Status and agree to the terms and conditions stated in the policy.

(Applicant's signature) \_\_\_\_\_ Date \_\_\_\_\_

**Please do not write below this line.**

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Department Recommendation:

Admit                       Not Admit

(Chair/Program Director's signature)

\_\_\_\_\_ Date \_\_\_\_\_

Office of Graduate Admissions Recommendation:

Admit                       Not Admit

(Office of Graduate Admissions)

\_\_\_\_\_ Date \_\_\_\_\_

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