

Non-Degree Status

This classification is for students who do not intend to complete a degree at WSU and are taking course work for one or more of the following reasons:

- A) Personal enrichment
- B) Complete prerequisites for a graduate degree program
- C) Complete course work to transfer to another institution
- D) Teaching endorsement
- E) Certificate program

Non-Degree Application Procedures

- A) Complete non-degree application and submit to Office of Admissions
- B) Transcripts are not required or collected by the Office of Admissions

Exception: Certificate students in Accounting, E-Business, Professional Sales, and Personnel Psychology/ Human Resource Management must provide official transcripts to their academic department.

Non-Degree Policies

- A) Students classified as non-degree are not eligible for financial aid
- B) Course work completed as a non-degree student cannot be applied toward a graduate degree
- C) Students cannot enroll in 500-level business classes
- D) Students cannot enroll in courses at the 600, 700, or 800 level
- E) Human Resource Certificate students must have completed 60 semester credits of college course work and possess a 2.5 transfer Grade Point Average (G.P.A.) Accounting, E-Business, and Professional Sales Certificate students must have a 2.5 GPA in their last 60 semester hours of college course work.

NOTE: Students must apply for Regular Admission Status upon deciding to pursue a degree at WSU.

Students must meet the published admission requirements. Please contact the Office of Admissions for specific information (360) 546-9779.

Academic Advising/Registration

- A) Students are not required to have an advisor approve their registration. However, it is strongly recommended that non-degree students visit with an academic advisor. Contact the Office of Student Affairs for a referral (360) 546-9559.
- B) Once admitted, non-degree students can register for classes via myWSU. From <http://www.vancouver.wsu.edu> click on the myWSU link. The registration system is located under "Academics" and then "Register & Plan." Questions regarding the myWSU registration system can be directed to the Registrar's Office at (360) 546-9565 or (360) 546-9553.

Former Students Returning

Former students returning who were academically deficient when they last attended WSU must be reinstated in order to re-enroll. Contact the Academic Coordinator in the department in which you wish to enroll.

International Students

F-1 visa category students must maintain full-time enrollment status and submit the following documentation in addition to the non-degree application:

- A) Statement of Intent: explain in one page or less why you wish to enroll as a non-degree student at WSU Vancouver. Include the subject area in which you wish to study.
- B) The Certificate of Financial Responsibility and supporting documentation.
http://www.vancouver.wsu.edu/ads/under_inter.htm
- C) Proof of English proficiency http://www.vancouver.wsu.edu/ads/under_inter.htm if you do not meet exemption requirements.



World Class. Face to Face.

Undergraduate Application for Non-Degree-Seeking Admission

2010-2011

This application has been specifically designed for students who do not intend to complete a degree at Washington State University. Non-degree-seeking students are typically taking courses for personal enrichment, for professional development, or to transfer to another institution. Other reasons you may apply as a non-degree-seeking student include satisfaction of WSU graduate admission prerequisites, satisfaction of undergraduate certificate requirements, or completion of teaching education requirements.

As a non-degree-seeking student, you are not eligible for financial aid and must apply for regular admission status if you decide to pursue a degree at WSU. If you plan to attend Washington State University with an international student visa, you should use the International Student application. Please visit the international application at www.apply.wsu.edu.

Campus addresses

PULLMAN Office of Admissions Washington State University PO Box 641067 Pullman, WA 99164-1067 888-468-6978	SPOKANE Office of Admissions Washington State University PO Box 1495 Spokane, WA 99210-1495 509-358-7978	TRI-CITIES Office of Admissions Washington State University 2710 University Drive Richland, WA 99354-1671 509-372-7250	VANCOUVER Office of Admissions Washington State University 14204 NE Salmon Creek Avenue Vancouver, WA 98686-9600 360-546-9779	DISTANCE DEGREE PROGRAMS Office of Admissions Washington State University PO Box 641067 Pullman, WA 99164-1067 800-222-4978
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Please type or print in ink. Attach the \$25 application fee (no cash, please) and mail to the campus to which you are applying. This fee is non-refundable.

Your Contact Information

Legal name _____ Social Security number _____
Last First Middle Jr., etc. (Optional)

Preferred first name _____ Male Female Date of birth _____
Month/Day/Year

Please list any additional names we should expect to find on academic records we may receive on your behalf:

Last First Middle Last First Middle

Current mailing address

Number and street _____

City _____ State/Province _____ Zip/Postal code _____ Country _____

Current phone (____) _____ E-mail _____ Cell phone (____) _____

Permanent address (if different than above)

Number and street _____ City _____

State/Province _____ Zip/Postal code _____ Country _____ Phone (____) _____

Citizenship (select one) U.S. citizen U.S. permanent resident _____
Resident alien number Date granted

Residency

 Are you a resident of the state of Washington?

Yes Please indicate dates of your most recent continuous residency: From _____ to present **OR** to _____
Month/Year Month/Year

County of residence _____

No

The question at right is voluntary and will not be used in the admission decision process but will assist us in identifying eligibility for resident tuition under RCW 28B.15.0131.

Are you an enrolled member, or a descendent, of an American Indian Tribe or Alaska Native Village/Corporation?

Enrolled Member. Tribal Affiliation: _____

Descendent. Tribal Affiliation: _____

Your Plans

Which campus would you like to attend? Pullman (main residential campus) Spokane Tri-Cities Vancouver Distance Degree Programs
Which semester do you plan to start? Fall Spring Summer to Fall Year _____

Select the response that most closely describes your current education objective:
 Personal enrichment. Coursework to satisfy undergraduate certificate requirements.
 Professional development. Intended certificate: _____
 Coursework for transfer to another institution. Teaching education clock hour/endorsement credit.
 Coursework to satisfy WSU graduate admission prerequisites. Other. Please specify: _____

Your Family (Parent/Guardian information is optional if you are age 25 or over)

Parent/Guardian Not applicable to me

Mother Father Guardian

Is this parent/guardian still living? Yes No (If no skip to ▲)

Name Mr. Mrs. Ms. _____
Last First Middle

Address:
 Same as my current mailing address Same as my permanent address Check here if address is unknown

Street _____ City _____

State/Province _____ Zip/Postal code _____

Country _____

E-mail _____ Phone number (____) _____

▲ Highest degree level earned by parent/guardian

None High school diploma 2-year college degree 4-year college degree Postgraduate degree

Colleges attended by parent or guardian _____

Other Information

The following two questions are voluntary and will not be used in the admission decision process. Information collected enables WSU to accurately report the number of applicants from different racial and ethnic groups for statistical reporting and assists with student outreach efforts.

1.) Are you Hispanic/Latino(a) or of Spanish origin?

YES (check all that apply)

- Cuban Mexican/Mexican American/Chicano(a) Puerto Rican
- Other Spanish/Hispanic/Latino(a)
(please describe): _____ (Example: Argentinean, Columbian, Salvadorian, Spaniard)

NO

- Non-Spanish/Hispanic/Latino(a)

2.) How do you describe your race? (check all that apply)

Asian

- Asian Indian
- Chinese
- Filipino
- Japanese
- Korean
- Vietnamese
- Other Asian (please describe): _____

(Examples: Cambodian, Laotian)

Native Hawaiian or other Pacific Islander

- Guamanian
- Hawaiian
- Samoan
- Other Pacific Islander (please describe): _____

American Indian or Alaska Native

- Alaska Native
- American Indian
- Other American Indian or Alaska Native (please describe): _____

Black/African American

White

Your Signature

I am stating that my application is true, complete, and accurate to the best of my knowledge. I understand that any misinformation or omission of information may jeopardize my admission status and enrollment privileges. Additionally, I understand that Washington State University may verify any of this information with the appropriate entity if needed.

Signature Date

Admission to Washington State University is granted without regard to race/ethnicity, color, creed, religion, national origin, gender, sexual orientation, age, marital status, disabled veteran or Vietnam-era veteran status, disability, or use of a service animal.



IF YOU ARE APPLYING FOR A CERTIFICATE PROGRAM OR ARE TAKING PREREQUISITES FOR A GRADUATE PROGRAM OR THE SECONDARY EDUCATION PROGRAM, PLEASE CHECK THE APPROPRIATE BOX.

Legal Name: _____
(Please Print) Last First Middle

Date of Birth: _____

Former Names: _____

- Accounting Aging
- Human Resources Management
- eBusiness (Management Information Systems)
- Professional Sales Professional Writing
- Social & Environmental Justice
- Education Endorsement: _____
- Other: _____
(Please identify what graduate degree or secondary ed content area for which you will be taking prerequisites.)