Special (Non-Degree) Student Application

Instructions:

1. Complete the application form.
2. Attach all required credentials (as stated below).
3. Enclose nonrefundable application fee ($40).
4. Mail or submit to the Office of Admissions.

1. Name: _____
(Last) (First) (Middle) (Maiden)

2. Social Security Number: _____ Telephone Number: _____

3. Permanent Address:

_____
(Street/Number/Apartment) (City) (State) (Zip)

4. Place of Employment: _____

Employment Phone Number: _____

5. Country of Citizenship: _____

If not US citizen, Alien Card Number: _____ Date issued: _____/_____/_____

6. Birth date: _____/_____/_____ Birthplace: _____ 7. Gender (circle one): Male/Female

8. Race: ☐ White non-Hispanic ☐ Black non-Hispanic ☐ Hispanic

☐ Asian/Pacific Islander ☐ Native American ☐ Other: _____

9. Reason for registering as a Special (Non-Degree) Student:

☐ Dual Enrollment ☐ Teacher (Re) Certification ☐ Self Improvement
☐ Credit to be transferred to another college/university (list school) _____
☐ Other: _____

10. Highest Degree Earned: _____ Year: _____

Name of School/University: _____

Have you ever attended St. Thomas University? ☐ Yes ☐ No

If yes, when? _____

11. Do you anticipate enrolling at St. Thomas University as a degree seeking student in the future? ☐ Yes ☐ No

If yes, when do you expect to begin? _____ Indicate program or major: _____

Please read and sign the reverse side of this form.

Conditions for Enrollment as a Special (Non-degree) Student

- Special (Non-degree) Students are not eligible for financial aid.

- F-1 Student Visa holders may enroll for a maximum of one semester as a Special (Non-Degree) Student.

- Undergraduate students may take a maximum of 15 semester hours as a Special (Non-Degree) Student. Beyond 15 hours, students must apply and be approved for admission as a degree-seeking student. All students taking undergraduate courses (with the exception of Dual Enrollment) must have a high school diploma or a General Equivalency Diploma (G.E.D). Exceptions must be approved by the Office of Admission and Continuing Education or a Division Chairperson.

- Graduate students may take a maximum of 6 semester hours as a Special (Non-Degree) Student.
Exceptions must be approved by the Office of Admission and Continuing Education or a Division Chairperson.

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Statement of Applicant:

I confirm that the statements contained in this application are true and accurate to the best of my knowledge. If admitted, I agree to comply with all laws and regulations of St. Thomas University. Credentials filed in support of this applicant become the property of St. Thomas University and will not be returned to the applicant.

Signature: ______________________________ Date: _____/_____/______

Statement of Parent or Guardian (if student is under 18):

I approve the above application and verify its accuracy. I understand and accept the regulations governing the acceptance of this application.

Signature: _______________________________ Date: _____/_____/______

St. Thomas University admits students of any sex, race, color, national and ethnic origin to all rights, privileges, and activities generally accorded or made available to students at the university. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.