



APPLICATION FOR NON-DEGREE STUDENTS (Graduate/Undergraduate)

Please print clearly.

Full Legal Name _____
Last/Maiden First Middle

Home Address _____
Number and Street City State Zip

Phone Number: Day _____ Evening _____ Best time to reach you _____

E-Mail Address _____

Social Security Number _____ Date of Birth _____

COURSE(S) REQUESTED

COURSE #	SECTION	COURSE TITLE	CREDIT TYPE
_____	_____	_____	<input type="checkbox"/> Certificate <input type="checkbox"/> Non-degree
_____	_____	_____	<input type="checkbox"/> Certificate <input type="checkbox"/> Non-degree

Fall Spring Summer 20_____

ACADEMIC INFORMATION

COLLEGES/UNIVERSITIES ATTENDED	DATES ATTENDED	DEGREE EARNED
_____	_____	_____
_____	_____	_____
_____	_____	_____

Have you ever applied or taken classes at Chatham University (formerly Chatham College) before? Yes No
 If yes, what is your Chatham Student ID number? _____

FOR UNDERGRADUATE COURSES, CHECK ONE:

- I certify that I have graduated from _____ High School. I have contacted my high school and requested an official academic transcript be sent to the College for Continuing and Professional Studies at the above address.
- I have earned my GED on (date of graduation) _____. I have requested an official copy of my GED scores be sent to the College for Continuing and Professional Studies at the above address.

FOR GRADUATE COURSES:

- I have requested an official transcript indicating conferral of an undergraduate degree to be sent to the College for Continuing and Professional Studies at the above address.
- Undergraduate GPA _____

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STATEMENT OF INTEREST

In the space below, please provide a brief statement outlining the reasons why you wish to enroll as a non-degree seeking student in the courses you have specified.

DEMOGRAPHIC INFORMATION

We are required by Federal and State regulations to gather certain statistical information. Your response is voluntary and will be kept confidential.

ETHNIC CLASSIFICATION

Are you Hispanic/Latino (*including Spain*)? Yes No

Regardless of your answer to the previous question, **please select one or more** of the following ethnicities that best describe you:

- American Indian or Alaska Native (*including all Original Peoples of the Americas*) Native Hawaiian or Other Pacific Islander (*Original Peoples*)
 Asian (*including Indian subcontinent and Philippines*) White (*including Middle Eastern*)
 Black or African American (*including Africa and Caribbean*)

GENDER AGE GROUP IF HANDICAPPED, PLEASE CHECK ONE

- Male 22–30 Vision
 Female 30–40 Mobility
 40–50 Hearing
 50–60 Multiple
 60+

Please be aware that Non-Degree Seeking Students will not be eligible to apply for Financial Aid. All costs are considered “Out of Pocket.”

Courses taken as non-degree are not guaranteed to count towards a degree. At the discretion of the graduate program director, a qualified student can take up to 12 credit hours of graduate courses as a non-degree-seeking student. Students who have been denied admittance into a program cannot register for courses as non-degree-seeking students.

Students must earn a passing grade to continue as a non-degree-seeking student (Graduate Courses: B-, Undergraduate Courses: C). Successful completion of 12 hours as a non-degree-seeking student does not imply admittance into the program. In cohort programs, degree seeking students will be given preference for available seats.

STUDENT SIGNATURE _____ DATE _____

Student: Please return this application directly to the College for Continuing and Professional Studies at the address on the front.

For more information, please feel free to contact the College for Continuing and Professional Studies at 412-365-1148 or ccps@chatham.edu.

FOR OFFICE USE ONLY

DEAN'S SIGNATURE _____
(Required for undergraduate courses)

PROGRAM DIRECTOR'S SIGNATURE _____
(Required for graduate courses)

Official Transcripts attached