Instructions for Application for Non-Degree/Act 48 Admission to Graduate Studies

Applying for Admission

Mail the completed application with $35 fee (non-refundable) to the School of Graduate Studies. Checks or money orders are payable to Bloomsburg University. The application should be in the mail at least six weeks prior to the requested date of admission in order to insure time for processing.

Non-degree/Act 48

Non-degree status is for students who do not plan to pursue a master’s degree through Bloomsburg University or for students taking Act 48 credits. No more than twelve graduate credits taken in non-degree status will apply to a degree program. You are not eligible for financial aid or a graduate assistantship as a non-degree student.

Transcripts/Supporting Documents

Please request each college or university that you have attended to forward an official transcript. (Graduates of Bloomsburg University do not need to submit BU transcripts). These must be sent directly from the institution you attended (faxes not accepted). Transcripts and all supporting documents should be sent to the School of Graduate Studies, Bloomsburg University, 50 East Main Street, Bloomsburg, PA 17815.

For More Information

Contact the Graduate Studies Office at (570) 389-4015, or email gradadmissions@bloomu.edu for any questions. You can also access our website at www.bloomu.edu/gradschool for the most up-to-date and important information, including policies affecting graduate students. The Graduate Admissions office is located in the Greenly Center, Room 219.

COUNTY CODES

APPLICATION FOR NON-DEGREE/ACT 48 ADMISSION TO GRADUATE STUDIES

Submit this form with your $35 (non-refundable) application fee (payable to Bloomsburg University) to the Office of Graduate Admissions. All supporting documents must also be sent to the Office of Graduate Admissions (please read Instructions Page). Submission of this application does not guarantee admission to Graduate School. A final decision will not be made until all pertinent materials have been received in the Office of Graduate Admissions.

1. Social Security Number: ________________________________ 2. Term applying for: ____ Fall 20 ___
   ____ Winter 20 ___
   ____ Spring 20 ___
   ____ Summer 20 ___

3. Name: ________________________________________________ Last  Middle  Maiden
        First

4. Present Address: ________________________________________ No. and Street  City  State  County Code  Zip Code
   Present Phone No. (area code)__________________________ Present address effective until ____________________
   Present email Address: ________________________________

5. Permanent Address: ____________________________________ No. and Street  City  State  County Code  Zip Code
   Permanent Phone No. (area code)_______________________ Daytime Phone No. ________________________________
   Email Address: ______________________________________

6. Country of citizenship: ____________________________ 7. Are you a U.S. citizen or permanent resident? ______ Yes ______ No
   (International students must complete a separate application) Are you a Pennsylvania resident? ______ Yes ______ No

8. Date of Birth ____________________________ 9. I am applying for: ______ Full-time ______ Part-time

10. Gender: ______ Male ______ Female

11. ______ Non-Degree (12 credit maximum) - check only if you do not intend to pursue a degree at Bloomsburg University
   • Special permission may be requested through the Dean of Graduate Studies to exceed the 12 credit maximum.

12. ______ Pursuing credits to fulfill Act 48 requirements only and do not intend to pursue a degree

13. Undergraduate major: ____________________________ minor, if any: ____________________________

14. Have you ever taken graduate-level courses through Bloomsburg University? ______ If so, when? ________________

15. Are you a Faculty or Staff member at Bloomsburg University? ______ Yes ______ No

16. Do you possess a current teaching certificate? __________________________

17. If you are in enrolled in one of our off-campus sites, please indicate location: __________________________
18. Bloomsburg University is required to collect and report information pertaining to ethnic backgrounds of applicants.

This information will not affect the admission decision rendered on your application. Please check the space that applies to you:

What is your ethnicity? ○ Hispanic or Latino ○ Not Hispanic or Latino

What is your race? Mark one or more races to indicate what you consider yourself to be:
○ White ○ Black or African American ○ Asian
○ American Indian or Alaska Native ○ Native Hawaiian or other Pacific Islander

19. EDUCATIONAL / PROFESSIONAL BACKGROUND

List below the colleges or universities you have attended at the undergraduate or graduate level. You are required to have complete and official transcripts of all course work forwarded directly to the School of Graduate Studies from each college or university previously attended (BU students do not need to submit BU transcripts):

<table>
<thead>
<tr>
<th>Degree received</th>
<th>Institution</th>
<th>Date awarded</th>
<th>Location</th>
<th>Dates of attendance</th>
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<tr>
<th>Name and Address of Employer</th>
<th>From</th>
<th>To</th>
<th>Position Held or Subjects Taught</th>
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Please check: I have requested _I shall request . . . that all official transcripts be forwarded (BU students excluded)

If transcript will appear under another name, please indicate name here: ________________________________

I certify that the information that I have given on this application is complete and true to the best of my knowledge. I agree that if I am accepted for admission, I shall comply with all of the rules and regulations of the university which may be in effect or which shall be put into effect while I am a student.

______________________________  ____________________
Signature                      Date

Bloomsburg University is committed to providing equal educational and employment opportunities for all persons without regard to race, color, religion, sex, age, national origin, ancestry, life style, sexual orientation, disabilities, Vietnam era veteran status, or union membership. The university is additionally committed to affirmative action and will take positive steps to provide such educational and employment opportunities.