INSTRUCTIONS AND INFORMATION FOR NON-MATRICULATED STUDENTS  Form A2

Baruch students have registration preference over non-degree students. The application for admission as a non-degree student follows this page. Please complete the application (2 pages) and return it to the Office of the Registrar by the due dates posted on the website.

Applicants who apply by the deadlines and meet Baruch College requirements for non-matriculated status will receive notification of registration through e-mail. Incomplete applications will delay your admission.

Non-Matriculated Students are required to pay a non-refundable $40.00 application-processing fee.

There are four categories of Undergraduate Non-Matriculated students:

1. UNDERGRADUATE NON-DEGREE STUDENTS who have not earned a baccalaureate degree and wish to take liberal arts courses.

   REQUIREMENTS FOR NEW NON-DEGREE STUDENTS:
   Please submit copies of your documentation. Originals will not be returned.
   • Proof of high school graduation or GED, or
   • Transcripts of all prior college coursework.

2. POST-BACCALAUREATE students who have earned a baccalaureate degree and wish to take liberal arts courses. All post-baccalaureate students are permitted to enroll in three courses only in the Zicklin School of Business during their academic years at Baruch College. Non-degree students are NOT permitted to register in accountancy courses.

   REQUIREMENTS FOR NEW POST-BACCALAUREATE STUDENTS:
   Please submit copies of your documentation. Originals will not be returned.
   • Proof of baccalaureate degree
   • Transcripts of all prior college coursework.

3. TEACHERS ON SABBATICAL may register for any open day section of liberal arts courses.

   REQUIREMENTS FOR TEACHERS ON SABBATICAL:
   Please submit copies of your documentation. Originals will not be returned.
   • Proof of teaching license or approval letter from school.

4. SENIOR CITIZENS may register for evening liberal arts courses.

   REQUIREMENTS FOR SENIOR CITIZENS:
   Please submit copies of your documentation. Originals will not be returned.
   • Proof of high school graduation or GED, or
   • Transcripts of all prior college coursework
   • Proof of age: birth certificate, passport or Medicaid/Medicare card.

CONDITIONS THAT APPLY TO ALL NON-MATRICULATED STUDENTS

• Non-matriculated students may register for a maximum of six undergraduate credits.
• Non-matriculated students may not complete CPA requirements at Baruch College
• Non-matriculated students who are permanent residents of the United States must present their alien registration card or other proof of residency when filing for New York State tuition rates.
DO NOT FILE THIS APPLICATION (A2)

- If you are interested in obtaining a baccalaureate degree.
- If you are currently enrolled in another college.
- If you previously attended Baruch College in any status, you must file a **READMISSION APPLICATION** with the Office of the Registrar.
- If you are in this country on a student visa.
- If you have applied for admission as a degree student for the upcoming semester through the University Applications Processing Center (UAPC).
UNDERGRADUATE NON-DEGREE STUDENT APPLICATION FORM A2
(For students who are not enrolled in a degree program and are not intending to apply to a degree program at Baruch)

$40.00 APPLICATION FEE MUST ACCOMPANY THIS APPLICATION

Application for: □ Summer ______
Application for: □ Non-degree (students who do not have a bachelors degree)
□ Non-degree Post Baccalaureate (Students are allowed to take only three courses in the Zicklin School of Business during their academic years at Baruch College.)

NON-DEGREE STUDENTS ARE NOT PERMITTED TO REGISTER FOR ACCOUNTING CLASSES.

Social Security number: ___________________________ Date of Birth: ___________________________

Mr.□ Ms.□ ___________________________ Apt. No.: ___________
LAST FIRST MI

Street Address: ____________________________________________
City: ___________________________ State: ___________________________ Zip: ___________

Length of time at the above address ______________
Length of time in NYC ______________ in NYS ______________

Telephone: Day (_____) ___________ Evening (_____) ___________

Email Address: ___________________________________________

For Non-Degree students:
High School Attended: ___________________________________________

Any College Attended (you must attach a transcript): ___________________________________________

For Non-degree Post Baccalaureate students:
Name of College: ___________________________ Date Degree Received ___________
(must show proof of degree)

Are you a U.S. Citizen? YES □ NO □

If no, state the Country of Birth: ___________________________ Country of Citizenship ___________________________

Immigration Status:
□ U.S. Permanent Resident: ___________________________ Alien Registration Card# ___________________________ Date Issued ___________ Expiration Date ___________
□ Other: ___________________________

Please Specify Type of visa
Note: U.S. Citizens filing for New York State Tuition rates must document eligibility in the form of a permanent resident card. If you have questions about eligibility, contact the Residency Specialist at (646) 312-1179.

Acceptance of this application **does not** guarantee course availability. To return to Baruch in a subsequent semester, I understand that, as an undergraduate student, I must maintain a 2.0 cumulative average in all courses.

I hereby certify that the statements on this application and all the supporting documents are true. I realize that fraudulent information may affect my status at Baruch College.

__________________________________________________________________________
Signature

__________________________________________________________________________
Date