

International Non-Degree Special Student (NDSS) Application

NORTHWESTERN UNIVERSITY SCHOOL OF PROFESSIONAL STUDIES • THE OFFICE OF SPECIAL STUDENTS • 405 CHURCH STREET • EVANSTON, IL 60208-2650 • PHONE 847-491-3660 • WWW.SPS.NORTHWESTERN.EDU/UGRAD/NONDEGREE/

PLEASE NOTE: This application is not to be used by persons seeking admission or readmission to degree programs in the schools or divisions of Northwestern University, since Special Students who are later admitted to those programs may not necessarily have the course work completed as a Special Student counted toward the degree. This application is not to be used by persons wishing to attend Northwestern's Summer Session. This application is not to be used by persons who did not complete degrees but were previously enrolled in any of the schools on Northwestern's Evanston campus (Education & Social Policy, Communication, Journalism, Music, McCormick School of Engineering and Applied Science, or the Weinberg College of Arts and Sciences) or who graduated from any of these schools. Those students should use the *Application for Former Students to Re-enter*, available at the Office of the Registrar. This application is also not to be used by persons wishing to register for courses through the School of Professional Studies at Northwestern University.

PLEASE PRINT CLEARLY IN BLACK INK OR TYPE

PERSONAL INFORMATION

Last name First name		Middle name		ame	
Date of birth (mm/dd/yyyy) //	Gender I Female	Male	Marital status I Single I Married		Are you bringing dependents? I Yes I No
, , ,		Student, level of education you are seeking: Employed, job title and field:			
Country of citizenship (If you hold dual citizenship, list the country of the passport that you will use to enter the US)		Country of residence (the country in which you hold legal permanent residence)			
Email address			Phone (include country and city c	ode)	

MAILING ADDRESS FOR OFFICIAL ADMISSION MATERIALS AND VISA DOCUMENTS

Street address			
City/region	Province/state & postal code	Country	
Phone (include country and city code)	Fax (include country and c	ity code)	

PERMANENT RESIDENTIAL ADDRESS

When does your status expire?

Street address				
City/region	Province/state & postal code	Country		
Race/Ethnicity Information (optional)* *No information you provide in this section will be used	in a discriminatory manner. This information is for statistical	purposes only.		
Do you consider yourself to be Hispanic/Latino?	□ No			
In addition, please select one or more of the following racial c ☐ American Indian or Alaskan Native ☐ Asian ☐ Black	ategories to describe yourself: or African American □ Native Hawaiian or Pacific Islander	□ White		
Student Visa Document Request (ISDVR) form. This form is a	gally in the United States. All applicants, <i>including those already i</i> available at Northwestern University's International Office website: ed supporting documents by the appropriate deadline for your qua	www.northwestern.edu/international. This form must		
Are you currently in the United States? I Yes I No	Are you transferring from ar	Are you transferring from another US institution? If Yes I No		
If yes, what is your visa status?	If yes, what institution?			

OFFICE USE ONLY

APPROVED BY

SCHOOL

Freshman So	ur most recent term at current institution ophomore Junior cation you have attended. Attach a sepa		Other (specify)	
Institution/University	Location	Major/Field of Study	Dates of study	Date of graduation
Institution/University	Location	Major/Field of Study	Dates of study	Date of graduation
COURSE INFORMATION Have you ever applied to any programs	at Northwestern? I Yes I No	If yes, which program and wh	en?	
Academic quarter(s) in which you intend	d to register for courses: [] Fall	Winter I Spring	Length of period of study at Northwestern	
Number of courses for which you plan to	o register that quarter:	Year in which you pl	an to enroll:	mm/yyyy mm/yyyy

Applicant Name

List all courses in which you plan to enroll. Include department, course number and title exactly as they appear in the quarterly class schedule (available at <u>www.registrar.northwestem.edu</u>). Indicate **alt** if alternative to first choice. If you are admitted as a Non-Degree Special Student, you will need to obtain a permission number from the academic department for each course for which you register. You are not permitted to enroll in School of Professional Studies courses, which are indicated by a –CN after the course number. For example: Account 204-CN International students who enter the country on an F-1 visa must register as full-time students (3 or more courses per quarter).

Department	Course number	ïtle	_
Department	Course number	itle	_
Department	Course number	itle	_

APPLICATION CHECKLIST

Your application will not be reviewed until all application materials have been received

- □ Signed application form
- Official, sealed university transcripts in the language in which they were issued. Each transcript must bear the stamp or seal of the issuing department or faculty.
- Certified English translations of transcripts. Each English language transcript must bear the stamp of the issuing department or faculty. You may not certify your own translation.
- □ A TOEFL score report showing a score of 600 (paper version), 250 (computer version), or 100 (Internet version) or higher. Scores are valid for two years.
- Dersonal statement (one page, double spaced) stating clearly why you wish to attend Northwestern as a Non-Degree Special Student
- S100 non-refundable application fee (check or money order only. Checks must be drawn on a US bank in US funds. DO NOT SEND CASH.)

If admitted, you will receive instructions on requesting your student visa

Disciplinary History

Have you ever been found responsible for a disciplinary violation at any educational institution you have attended from the 9th grade (or the international equivalent) forward, whether related to academic misconduct or behavioral misconduct that resulted in a disciplinary action? These actions could include, but are not limited to: probation, suspension, removal, dismissal, or expulsion from the institution. YES NO

Have you ever been adjudicated guilty or convicted of a misdemeanor, felony, or other crime? Note that you are not required to answer "yes" to this question, or provide an explanation, if the criminal adjudication or conviction has been expunded, sealed, annulled, pardoned, destroyed, erased, impounded, or otherwise ordered by a court to be kept confidential. YES NO

If you answered yes to either or both of the above questions, please provide an explanation that gives the approximate date of each incident, explains the circumstances, and reflects on what you learned from the experience.

Northwestern University reserves the right to request additional information and documentation regarding an applicant's disciplinary history. You hereby authorize Northwestern University to verify any and all information contained in this application, including but not limited to dates and terms of enrollment, disciplinary and criminal history, academic work and awards, and extracurricular activities. You hereby authorize any and all previous institutions you have attended to disclose any and all information to Northwestern University pertinent to this application and your enrollment.

IT IS THE POLICY OF NORTHWESTERN UNIVERSITY NOT TO DISCRIMINATE AGAINST ANY INDIVIDUAL ON THE BASIS OF RACE, COLOR, RELIGION, NATURAL ORIGIN, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, GENDER EXPRESSION, PARENTAL STATUS, MARITAL STATUS, AGE, DISABILITY, CITIZENSHIP, OR VETERAN STATUS IN MATTERS OF ADMISSIONS, EMPLOYMENT, HOUSING, OR SERVICES OR IN THE EDUCATIONAL PROGRAMS OR ACTIVITIES IT OPERATES, IN ACCORDANCE WITH CIVIL RIGHTS LEGISLATION. ANY ALLEGED VIOLATIONS OF THIS POLICY OR QUESTIONS REGARDING THE LAW WITH RESPECT TO DISCRIMINATION SHOULD BE DIRECTED TO OFFICE OF THE PROVOST, REBECCA CROWN CENTER, EVANSTON ILLINOIS, 60208, PHONE (847) 491-5117; DIRECTOR OF OFFICE OF EQUAL OPPORTUNITY & ACCESS, 720 UNIVERSITY PLACE, EVANSTON ILLINOIS 60208, PHONE (847)491-7458.

Applicant Name_____

Statement of Academic Integrity

Northwestern University students and faculty are committed to scholarly principles that respect and acknowledge individual achievement. Because of this, certain behaviors are viewed as unacceptable, including cheating, plagiarism, falsifying or fabricating information, and aiding or abetting academic dishonesty. Students who violate these principles are subject to penalties, including course failure and dismissal from Northwestern University.

Statement of Academic and Financial Obligation

Students who register for a course are considered enrolled for the duration, and are expected to attend all sessions of the courses for which they are registered. Excessive absences do not signal a student's intent to drop or withdraw, and may be cause for failure in the course. If a student does formally drop or withdraw, the student is responsible to pay any tuition balance remaining on the account, according to the refund schedule determined by Northwestern University Student Financial Services. Students wishing to change their registration in any way—by adding or dropping a course—must do so through the Office of the Registrar.

You must sign this statement. The Office of Special Students will not accept any unsigned application forms. By signing this application, electronically transmitting it, or printing, signing, and mailing the application, I certify that the information contained in this application is accurate and complete to the best of my knowledge. I will notify the Office of Special Students promptly if any of this information changes. I understand that furnishing inaccurate or misleading information can result in denial of admission or revocation of admission and dismissal from Northwestern University. If inaccurate or misleading information is discovered after an offer of admission is made, I will be given an opportunity to explain such information to the Office of Special Students, which will render a final decision not subject to appeal regarding an appropriate outcome, which may include revocation of admission and dismissal from Northwestern University.

Signature

Date

Return completed form, payment and all application materials to:

Office of Special Students Summer Session and Special Programs Northwestern University 405 Church Street Evanston, IL 60208

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