

WILLIAM PATERSON UNIVERSITY OF NEW JERSEY

APPLICATION FOR UNDERGRADUATE NON-DEGREE STUDENTS

INFORMATION AND INSTRUCTIONS

All non-degree applicants must complete this application and return it with a \$50 non-refundable processing fee to:

**William Paterson University
Office of Undergraduate Admissions
300 Pompton Road
Wayne, NJ 07470**

A new application with the processing fee must be filed for each and every semester. Students may enroll in courses on a *space available* basis only. Students who already hold a baccalaureate degree and wish to take non-degree courses (graduate or undergraduate) **must contact the Office of Graduate Services** at 973-720-2237.

Non-Degree Application Deadlines

Fall – August 1
Spring – December 1
Winter – December 11*
Summer I – May 1
Summer II – June 1

Applications will not be processed until all required information and/or supporting documents are received by the specified deadline.

Maximum Course Limits Per Semester For Non-Degree Students

Fall – 2 courses
Spring – 2 courses
Winter – 1 course*
Summer I – 2 courses
Summer II – 2 courses

* The Winter Session is only available to Visiting Students

UNIVERSITY BASIC SKILLS TEST

Undergraduate non-degree students are required to take the university basic skills test administered by the Office of Testing. Once accepted to William Paterson University, applicants will be notified by the Office of Testing with further details about this requirement. Please note that visiting students are exempt from this test.

UNDERGRADUATE NON-DEGREE STUDENTS

In order to qualify for registration at William Paterson University you must meet the following requirements:

◆ Must possess a high school or GED diploma

◆ Must not have been in attendance at a high school for a minimum of 2 years prior to the completion of this application
◆ Must not possess a baccalaureate degree
◆ Must have a minimum grade point average of 2.0 if coming from a previous college (students must submit official transcripts from all previously attended institutions)

VISITING STUDENTS

Students from other colleges/universities may attend William Paterson University as visiting students. The non-degree application with fee is the only documentation required for admission. However, students electing to register for courses that require prerequisite(s) must present transcripts to the respective William Paterson University academic department(s) for permission to be granted.

HIGH SCHOOL STUDENTS

Currently enrolled high school students who wish to attend William Paterson University prior to graduation must meet the following requirements:

◆ PSAT/SAT scores - 100/1000
◆ Top 25% of the class and/or 3.00/B/85% average GPA
◆ A letter of recommendation from a guidance counselor or the principal stating the student's ability to work at college level and an authorization to attend William Paterson University.

SENIOR CITIZENS

NO APPLICATION FEE IS REQUIRED for senior citizens aged 65 years or older who wish to take courses on a tuition free, *space available*, basis. Please submit proof of age (i.e., copy of driver's license).

NATIONAL & INTERNATIONAL EXCHANGE STUDENTS

For further information please contact Cinzia Richardson, Director of International Students and Scholars, at 973-720-2976.

APPLICATION FOR NON-DEGREE ADMISSION

WILLIAM PATERSON UNIVERSITY

300 POMPTON ROAD • WAYNE, NEW JERSEY 07470-2103
WWW.WPUNJ.EDU • ADMISSIONS 973.720.2125

Complete all items (print NEATLY or type).
ENCLOSE A \$50 APPLICATION FEE (CHECK OR MONEY ORDER ONLY). FEE IS NON-REFUNDABLE.

Social Security Number _____

Name in full _____
Last First Middle Initial

IMPORTANT: Indicate any other names under which transcripts may be received:

Home Address _____

City _____ State _____ Zip _____ County _____

Phone _____ Date of Birth _____
Month Day Year

Sex: Male Female

Are you a citizen of the U.S.? Yes No

If no, what is your country of citizenship? _____

If no, are you a permanent resident of the U.S.A.? Yes No

If yes, what is your Alien Registration No.? _____

If yes, date permanent residency was issued: _____

If you are not a permanent resident, what type of visa do you hold? _____

Date of Expiration: _____

Please indicate the answer that you feel best describes your race (required for federal reporting)

American Indian/Alaskan Native Black/African-American White/Caucasian
 Asian/Pacific Islander Hispanic Other _____

Are you a New Jersey resident? Yes No

For which semester do you plan to enroll? Fall Spring Summer Winter

Please indicate the non-degree program for which you wish to be considered:

- | | | |
|---|---|---|
| <input type="checkbox"/> UNDERGRADUATE NON-DEGREE | <input type="checkbox"/> INTERNATIONAL EXCHANGE | <input type="checkbox"/> VISITING STUDENT |
| <input type="checkbox"/> HIGH SCHOOL STUDENT | <input type="checkbox"/> NATIONAL EXCHANGE | <input type="checkbox"/> SENIOR CITIZEN |

Academic History

High School _____ High School CEEB# _____
Name of School

Year of Graduation _____

In the fields below, list all Colleges, locations, and dates attended. Please list in descending order beginning with current or most recent college or university .

Name of Institution	Address (City and State)	CEEB#	Term Begin (Month/Year)	Term End (Month/Year)

Please attach additional sheet if necessary.

I, the undersigned, state that the answers I have given to the questions in this application are complete and true. I agree to abide by the admissions requirements and policies of William Paterson University.

Date: _____ Signature of Applicant _____

RETURN TO: Office of Admissions, William Paterson University, Wayne, NJ, 07470-2103