Undergraduate Non-Degree/Visiting Student Application

INSTRUCTIONS
Please use this application only if you would like to take undergraduate courses at Queens College for the Fall or Spring semester as a non-degree (non-matriculated) student. For Summer or Winter Session attendance, use the Visiting Students application on the Summer Session website (www.qc.cuny.edu/summer).

APPLICATION DEADLINES (Will be considered based on space availability.)
Fall Semester: August 1
Spring Semester: December 1

This application is for students who are not interested in earning a degree but wish to enroll in credit courses for preparation for graduate school, career development, or other special interests. Non-degree students are part-time students who register for up to 24 credits (11 credits per semester), and in all cases, all course prerequisites must be met. Non-CUNY students must send their immunization record along with the Queens College health form.

VISITING STUDENTS (A new application must be filed for each semester you intend to enroll in)
You are currently enrolled and in good academic standing at a non-CUNY college, have not yet earned a bachelor’s degree and do not intend to enroll in education courses. If you are currently enrolled as a degree student at another CUNY college, you can complete the E-permit form available through the CUNY Portal instead of filing for non-degree status.

Please submit the following documents along with the application:
- Current transcript (unofficial or official) or
- Letter from your home college or university on official stationery stating your current enrollment and good academic standing

UNDERGRADUATE NON-DEGREE STUDENT
Students who do not meet the freshman admissions requirements may be considered for non-degree admission if: they satisfactorily completed high school or GED; they never attended college; and three years have elapsed since high school graduation; and do not intend to enroll in education courses.

Please submit the following documents along with the application if you never attended Queens College:
- Proof of high school diploma/GED/ transcripts of all prior college coursework

POST-BACCALAUREATE NON-DEGREE STUDENT
You have already received a bachelor’s degree or higher, are interested in earning an additional degree, and do not intend to enroll in education courses.

Please submit the following documents along with the application:
- Unofficial or official copies of transcripts showing proof of degree

INTERNATIONAL NON-DEGREE STUDENTS
You have received a degree from a foreign institution that has been evaluated by the Globe Language Services or World Education Services and is equivalent to a U.S. bachelor’s degree or higher. Foreign degree recipients must take the CUNY Assessment Test in reading and writing.

Please submit the following documents along with the application:
- Translated copy of your college transcripts
- Foreign degree evaluation proving U.S. bachelor’s equivalency.

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Please print.

Check one:
Application for Fall □ Winter □ Spring □ Summer Year______ □ Day □ Evening Session

Name
Last (family name) ____________________________ First Middle (Any prior last name)

CUNYfirst ID No. ____________________________ Date of Birth Month Day Year
(If you do not have a CUNYfirst ID#, you will be assigned one. It will be emailed to you along with your assigned ID number.)

Gender Identity: □ Male □ Female □ Trans □ GNC □ Non-Binary □ Self-Identify _______________

Address
Number and Street __________________________ Apt. # ____________ Town or City __________________________ State ______ Zip Code ______

Length of time at the above address Yrs. ______ Mos. ______ Length of time in New York State Yrs. ______ Mos. ______

Mailing address
(If different than above or local address for international students) Number and Street __________________________
City ____________ State ______ Country ____________ Zip Code ______

Day Telephone No. (________) __________________________ Email address __________________________
Area Code __________________________

Are you a U.S. citizen? Yes □ No □ Country of Birth __________________________

If you are not a U.S. citizen, you must provide the following information about your immigration status:

□ Permanent Resident – Alien Registration # __________________________ Date of entry on card ____________
□ Visa (specify type) __________________________ Date obtained __________________________ Expiration date ____________
□ Other (please specify) __________________________

Education: List all institutions attended, or you are currently attending. You must be in attendance or in receipt of a bachelor’s degree.

<table>
<thead>
<tr>
<th>Name of College/University</th>
<th>City and State</th>
<th>Dates of Attendance</th>
<th>Approx. No. of Credits Completed</th>
<th>Date Diploma Issued</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>From Month Year</td>
<td>To Month Year</td>
<td></td>
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</tbody>
</table>

Certification: All applicants must sign here.
I hereby certify that all the information on this application is accurate and complete. I realize that failure to file the appropriate application may affect my admission status. I understand that the information on this application will be treated confidentially and will be used for institutional purposes only.

Applicant’s Signature __________________________ Date __________________

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Ethnic Data Section (Optional)

Response is voluntary, and the information will be kept confidential. Refusal to provide this information will not subject the applicant to any adverse treatment.

Are you Hispanic/Latino?    Yes    |    No

Regardless of how you responded to the previous question, please indicate your race by selecting one or more options from the following categories:

- American Indian or Alaska Native    Asian    Native Hawaiian or Other Pacific Islander    Black or African American    White

From what country or part of the world did you or your family originally come? Check the box next to the country with which you most identify:

- (012) Bangladesh; (013) Barbados; (032) China–Mainland; (148) China–Taiwan; (033) Colombia; (038) Cuba;
- (045) Dominican Republic; (046) Ecuador; (160) England/Scotland/Wales; (056) Germany; (060) Greece; (065) Guyana;
- (066) Haiti; (170) Hong Kong; (070) India; (074) Ireland; (075) Israel; (076) Italy; (077) Jamaica; (083) Korea;
- (100) Mexico; (113) Nigeria; (120) Peru; (121) The Philippines; (122) Poland; (185) Puerto Rico; (158) Russia;
- (153) Trinidad; (223) Ukraine; (178) Vietnam; Other (specify) ____________________________

Where were you and each of your parents born? Check one in each column:

You    Mother    Father

Born in the United States, excluding Puerto Rico or U.S. Territories

Born in Puerto Rico or U.S. Territories

Born outside the United States

Important Notice of Possible Changes

The City University of New York (CUNY) reserves the right, because of changing conditions, to make modifications of any nature in the academic programs and requirements of CUNY and its constituent colleges without advance notice. Tuition and fees set forth in this publication are similarly subject to change by the CUNY Board of Trustees. CUNY regrets any inconvenience this may cause.

Queens College of the City University of New York does not discriminate on the basis of race, color, national or ethnic origin, religion, age, sex, sexual orientation, transgender, disability, genetic predisposition or carrier status, alienage or citizenship, or veteran or marital status in its student admissions, employment, access to programs, and administration of educational policies. The college reserves the right to deny admission to any student if, in its judgment, the presence of that student on campus poses an undue risk to the safety or security of the college or the college community. That judgment will be based on an individualized determination taking into account any information the college has about a student’s criminal record and the particular circumstances of the college, including the presence of a child-care center, a public school, or public school students on the campus. Inquiries should be directed to the Director of the Office of Compliance & Diversity Programs, Queens College, 65-30 Kissena Blvd., Queens, NY 11367-1597.