



# Brooklyn College

*of the City University of New York*

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## Undergraduate Non-Degree Application Form

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### Who Files

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- A nondegree student is one who is registered for credit-bearing courses but has not been officially accepted into a degree program. Postbaccalaureate and certificate students may also be admitted to this status.
- Students who do not wish to study for a degree may apply as nondegree students but must meet all academic criteria required by Brooklyn College. **Nondegree students are NOT eligible for financial aid programs.**
- All students seeking degree status may apply to the University Application Processing Center (UAPC). Applications may be requested by contacting the Admissions Information Center at Brooklyn College (see address and phone number below) or apply to CUNY on-line at: [www.applyto.uapc.cuny.edu](http://www.applyto.uapc.cuny.edu).
- UNDERGRADUATE NONDEGREE STUDENTS ARE ONLY ELIGIBLE TO TAKE UNDERGRADUATE COURSES.

### Filing Instructions

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1. Complete ALL the information requested on pages 2 and 3.
2. Submit a non-refundable application processing fee of \$65 check or money order payable to **Brooklyn College**. Write your name on the front of the check.
3. Submit ALL official transcripts from ALL institutions previously attended. Have transcripts sent to the Office of Undergraduate Admissions at Brooklyn College or submit in-person in a sealed envelope.
4. Postbaccalaureate Applicants: Submit college transcript with bachelor's degree noted OR provide a copy of bachelor's diploma. Students who have had any part of their education outside the United States must provide original transcripts and, when necessary, official translations. In recognition of the need for accurate and thorough evaluation, we require that applicants educated outside of the United States have their transcripts evaluated by an external agency. This evaluation should include a course-by-course analysis that indicates the type of diploma/degree received and graduation date, the U.S. equivalency of the diploma/degree, and a cumulative grade point average. This will serve as a tool to better understand your educational background and academic credentials. You may elect to use an evaluation agency, or consulate or embassy of the country that is issuing the document. Brooklyn College reserves the right to request additional documents, including an official evaluation of credit, as necessary for application decision.
5. Applicants whose New York State residency status is not clearly established will be required to verify and submit proof of New York State residency in order to be eligible for New York State tuition rates.
6. New York State Law requires all students to submit a Student Immunization Record Form proving immunity to measles, mumps and rubella in order to attend classes. The following constitutes proof of immunity:
  - two doses of measles and one dose each of mumps and rubella; OR
  - blood test results showing immunity to each disease, or an exact date of having had mumps or measles. (Disease history is not considered valid proof of immunity for rubella.)

Students must also submit a Meningococcal Meningitis Vaccination Response Form signed by the student or student's parent or guardian to the Health Programs Office. Students who fail to return this form within thirty days from the beginning of the semester MAY NOT attend classes. The form acknowledges receipt of mandatory meningococcal disease and vaccination information. Vaccination is not required.

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### Office of Admissions

James Hall, Room 1103  
 Brooklyn, NY 11210-2889  
 (718) 951-5001 • [www.brooklyn.cuny.edu](http://www.brooklyn.cuny.edu)

## Application Information

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Applying for:       Nondegree Student  
                          Postbaccalaureate Nondegree Student  
                          Certificate Nondegree Student

Desired Start Date:    FALL       SPRING       SUMMER      Year \_\_\_\_\_

## Personal Information

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Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Last Name \_\_\_\_\_

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Maiden or Prior Name \_\_\_\_\_

Address \_\_\_\_\_  
Street Name

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code

Mailing Address \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code

Length of time at the above address (Months and Years)? \_\_\_\_\_

Length of time in New York State (Months and Years)? \_\_\_\_\_

Telephone Number \_\_\_\_\_ Home \_\_\_\_\_ Business

Date of Birth (Month/Day/Year) \_\_\_\_\_

Sex:     Male       Female

## Citizenship / Residency Information

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Are you a United States Citizen?     YES       NO

Country of Birth \_\_\_\_\_ Country of Citizenship \_\_\_\_\_

Immigration Status:

U.S. Permanent Resident with Alien Registration Card \_\_\_\_\_  
Alien Registration Card Number

Date Obtained \_\_\_\_\_  
Month/Date/Year

Other Immigration Status (specify type of visa) \_\_\_\_\_

Date Obtained \_\_\_\_\_ Expiration Date \_\_\_\_\_  
Month/Date/Year Month/Date/Year



# Survey data

The information below is being collected to meet research and federal reporting requirements. Completing this information is solely voluntary. It is confidential and will not be released except in the form of statistical summaries in which individuals are not identified. THIS INFORMATION HAS NO EFFECT ON EITHER ADMISSIONS OR ACADEMIC DECISIONS.

**Which Category describes you best?**

- Black, non-Hispanic
- White, non-Hispanic
- Hispanic
- Asian or Pacific Islander
- American Indian or Native Alaskan
- Other (please specify \_\_\_\_\_)

**What country or part of the world did you or your family originally come from? (Check the box next to the country or part of the world with which you most identify.)**

- 032 China: Mainland
- 148 China: Taiwan
- 170 Hong Kong
- 083 Korea
- 070 India
- 150 Thailand
- 178 Vietnam
- 121 Philippines
- 075 Israel
- 113 Nigeria
- 139 South Africa
- 033 Columbia
- 038 Cuba
- 045 Dominican Rep.
- 046 Ecuador
- 065 Guyana
- 066 Haiti
- 077 Jamaica
- 117 Panama
- 185 Puerto Rico
- 153 Trinidad
- 160 England, Scotland, Wales
- 056 Germany
- 060 Greece
- 074 Ireland
- 076 Italy
- 122 Poland
- 158 Russia
- Other \_\_\_\_\_

**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 and the U.S. Territories)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Born in Puerto Rico or the U.S. Territories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Born outside the United States	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Do you speak a language other than English at home?       YES       NO

If yes, with which language do you feel more comfortable?

- English
- Language other than English
- Equally comfortable with both

What is your native language? \_\_\_\_\_ Other Languages Spoken? \_\_\_\_\_

Father's Name \_\_\_\_\_ Mother's Name \_\_\_\_\_

Father's Address \_\_\_\_\_ Mother's Address \_\_\_\_\_

- Father Living?       YES       NO      Mother Living?       YES       NO
- Father U.S. Citizen?       YES       NO      Mother U.S. Citizen?       YES       NO