NON-DEGREE STUDENT INSTRUCTIONS

<table>
<thead>
<tr>
<th>Fall</th>
<th>Spring</th>
<th>Summer</th>
</tr>
</thead>
</table>

**Admissions Requirements**

- Students must apply directly to the **Admission’s Office**.
- Submission of a $70.00 application fee is required for all Non-Degree Applications.
- The application fee is non-refundable. Please make payments by Money Order or Certified Check payable to: Bronx Community College. *No personal checks accepted.

**Education Records:**

- Proof of high school graduation and/or all previously completed college work may be required.
- When applicable, the college will require further documentation to enroll students in courses.

**Immunization Records:**

- All students who were born after December 31, 1956, who register for six or more credits/equivalent credit hours, are required to demonstrate proof of immunization for measles (2 doses), mumps (1 dose), and rubella (1 dose).
- All students must provide proof of vaccination for Meningitis (MEN) or sign a waiver.
- For more information, contact the Health Services Office, Loew Hall, Room 101 or call 718.289.5858.

**Special Note:**

- Non-degree students are not eligible for Financial Aid.
- Acceptance of this application does not guarantee space in a specific course. Non-degree students are, generally, scheduled to register last.
- Enrollment in a course for non-degree students will be based on course availability and is subject to change.

**CUNY Assessment Test**

- The CUNY Skills Assessment Tests may be required for all students except those in exemption categories.

**Exemption Requirements**

- Students who have a Bachelor’s degree, or higher
- Students who have taken the test previously and wish to accept the results of their prior test. *(You have the option of re-testing to improve your scores if you took your initial exam more than two years ago.)*

  **NOTE:** It is your responsibility to acquire and present the latest test results to the Admission’s Office.

- Students who have received the following scores in **English**:
  - SAT verbal score of 480 or above
  - ACT verbal score of 20 or above
  - Regents exam 75 or above from both Reading and Writing Assessment tests
  - A grade of C or better in freshman composition or a higher level English course

- Students who have received the following scores in **Math**:
  - SAT math score of 480 or above
  - ACT math score of 20 or above
  - A score of 80 or above on any one Regents exam *(Integrated Algebra, Geometry or Algebra 2 & Trigonometry)*, and successful completion of Algebra 2 & Trigonometry or a higher-level course.
  - A grade of C or better in a 3-credit or more mathematics course.

**Note:** Non-degree students must satisfy all course pre-requisites and co-requisites to enroll in a course.
NON DEGREE APPLICATION

Please complete the information below.

1. Name: Mr./Ms. ___________________________________________ Last                                     First                             Middle

2. Address: ________________________________________________ Street                                     Apt #

City                                                                 State                                                                 Zip

3. How long have you lived at the above address? ________________
   Length of time in New York City ________________
   Length of time in New York State ________________

   Month       Day         Yr

7. Home Phone: ( ) _________________________ 8. Cell Phone: ( ) _________________________

9. Email Address: ___________________________________________
   (Mandatory: All communication will be sent to your personal email address throughout the Admissions process)

10. Are you:
    a. U.S. citizen?    Yes [ ]     No [ ]
       If no, please state: Country of Birth _______________________ Country of Citizenship _______________________
       If not a U.S. citizen, you must answer b, c or d):
    b. U.S. Permanent Resident Yes [ ]     No [ ]
       If yes, Alien Registration Number ___________________ Date and place of entry ___________________
    c. Non-Immigrant Visa?    Yes [ ] No [] If yes, Visa type or category:______________________________
    d. Other _____________________________________________

11. Do you have a New York State Equivalency Diploma (GED)?  Yes [ ] No [ ]
    If no, what is the name & address of the high school from which you graduated (include the city & state)
    __________________________________________________________
    If yes, TOTAL GED score ______ Writing _____ Social Science _____ Science _____ English _____ Math _____

12. High School graduation date or date your GED was issued: ______/______/_____
    Month       Day        Year

13. Course title(s) and course number(s) for which you wish to register at Bronx Community College.
   _______________________________________________________________________________________
   _______________________________________________________________________________________
   _______________________________________________________________________________________
   _______________________________________________________________________________________
   _______________________________________________________________________________________
Response to questions 14 – 17 is voluntary, and the information will be kept confidential.

14. Which category describes you best?
   [  ] Black, non-Hispanic
   [  ] White, non-Hispanic
   [  ] Hispanic
   [  ] Asian or Pacific Islander
   [  ] American Indian or native Alaskan
   [  ] other, please specify ____________________

15. From what country or part of the world did you or your family originally come?
   (Check the box next to the name of the country or part of the world with which you most identify)
   [  ] China: mainland
   [  ] China: Taiwan
   [  ] Hong Kong
   [  ] Korea
   [  ] India
   [  ] Vietnam
   [  ] The Philippines
   [  ] Bangladesh
   [  ] Israel
   [  ] Nigeria
   [  ] Peru
   [  ] Colombia
   [  ] Cuba
   [  ] Dominican Republic
   [  ] Ecuador
   [  ] Guyana
   [  ] Haiti
   [  ] Jamaica
   [  ] Panama
   [  ] Puerto Rico
   [  ] Trinidad
   [  ] England, Scotland or Wales
   [  ] Germany
   [  ] Barbados
   [  ] Greece
   [  ] Ireland
   [  ] Italy
   [  ] Poland
   [  ] Russia
   [  ] Ukraine
   [  ] other specify _____________

16. Where were you born? Where were your parents born? (Check one in each column)

<table>
<thead>
<tr>
<th>You</th>
<th>Mother</th>
<th>Father</th>
</tr>
</thead>
<tbody>
<tr>
<td>Born in the United States (excluding Puerto Rico or U.S. Territories)</td>
<td>[  ]</td>
<td>[  ]</td>
</tr>
<tr>
<td>Born in Puerto Rico or U.S. Territories</td>
<td>[  ]</td>
<td>[  ]</td>
</tr>
<tr>
<td>Born outside of the United States</td>
<td>[  ]</td>
<td>[  ]</td>
</tr>
</tbody>
</table>

17. Do you speak a language other than English at home? Yes [  ] No [  ]

   If yes, indicate other language spoken _________________________________

I hereby certify that I am the applicant and that as a non-degree student I will not be able to obtain financial aid and, therefore, am totally responsible for payment of my tuition and fees.

____________________________________________   ______________________________________________
Signature of Applicant   Date

Revised 4/8/2013