



FIRST TIME NON-DEGREE/VISITING STUDENT ENROLLMENT FORM

Prior to completing this form, please review the following:

[Guidelines for Undergraduate](#) and [Graduate Non-Degree Study](#)

Visiting students must be in good academic standing at their current institution and meet American University's policy on good [Undergraduate](#) and [Graduate](#) academic standing.

Good academic standing is generally determined as a 2.0 GPA for undergraduate students and 3.0 for graduate students.

STUDENT INFORMATION

SEMESTER REGISTERING:

ACADEMIC YEAR:

FALL

SPRING

SUMMER

2015

2016

2017

FIRST NAME: _____ MI: _____ LAST NAME: _____

CURRENT ADDRESS: _____

CITY: _____ STATE: _____ ZIPCODE: _____

CONTACT NUMBER: _____ EMAIL ADDRESS: _____

DATE OF BIRTH: _____ GENDER: _____ MALE _____ FEMALE

CITIZENSHIP/RESIDENCE STATUS

Please Note:

- American University does not offer visa status to non-degree students.***
- Non-U.S. citizens will need to show proof of eligibility to take non-degree courses from a source outside of American University.***

Check which one applies:

____ U.S. CITIZEN

____ PERMANENT RESIDENT

____ NON U.S. CITIZEN

EDUCATIONAL BACKGROUND

HIGHEST LEVEL OF EDUCATION: NONE GRAMMAR SCHOOL HIGH SCHOOL/GED
 CERTIFICATE SOME COLLEGE ASSOCIATE
 BACHELORS MASTERS

COLLEGE WHERE DEGREE WAS AWARDED: _____

CITY/STATE WHERE COLLEGE IS LOCATED: _____

ARE YOU CURRENTLY ATTENDING A COLLEGE/UNIVERSITY? YES NO

IF YES, PLEASE LIST NAME OF COLLEGE/UNIVERSITY (INCLUDE CITY AND STATE)

CURRENT GRADE POINT AVERAGE: _____

PLEASE INDICATE YOUR AU AFFILIATION: _____

IF YOU HAVE APPLIED OR ATTENDED AU, DO YOU HAVE AN AU ID NUMBER? YES NO

IF YES, PLEASE INDICATE YOUR AU ID NUMBER: _____

HAVE YOU EVER APPLIED OR ATTENDED AU UNDER A DIFFERENT NAME? YES NO

IF SO, PLEASE INDICATE NAME(S): _____

REASON FOR YOUR INTEREST IN TAKING A NON-DEGREE COURSE AT AU:

PERSONAL ENRICHMENT

RECOMMENDED BY AU ADMISSIONS

RECOMMENDED BY AU STAFF/FACULTY MEMBER

JOB RELATED

TRANSFER CREDITS TO ANOTHER INSTITUTION

POSSIBLE INTEREST IN AU ACADEMIC PROGRAMS IN THE FUTURE

OTHER

HAVE YOU BEEN DISMISSED FROM AN ACADEMIC INSTITUTION FOR ACADEMIC OR BEHAVIORAL MISCONDUCT? YES NO

COURSE INFORMATION

SEE ONLINE LEARNING [SCHEDULE FOR COURSES](#) IN WHICH YOU WISH TO REGISTER.

EXAMPLE:

| <u>SUBJECT CODE</u> | <u>COURSE #</u> | <u>SECTION</u> | <u>PREREQUISITE</u> | <u>GRADE OPTION</u> |
|---------------------|-----------------|----------------|---------------------|---------------------|
| ECON | 100 | 001 | NO | A/F |

| <u>SUBJECT CODE</u> | <u>COURSE #</u> | <u>SECTION</u> | <u>PREREQUISITE</u> | <u>GRADE OPTION</u> |
|---------------------|-----------------|----------------|---------------------|---------------------|
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |

***If a course has a prerequisite listed in the Schedule of Classes, please describe how you satisfy it below.
(Failure to provide complete prerequisite information may delay your registration)***

COMMENTS REGARDING PREREQUISITE COURSES: _____

NAME OF SCHOOL: _____ DATE(S) ATTENDED: _____

COURSE TITLE: _____ COURSE NUMBER: _____ GRADE EARNED: _____

Optional:

Graduate Students and students interested in taking classes with a prerequisite may include an unofficial transcript with this application to aid in the review process.

Some programs require an unofficial transcript, so watch your email to ensure your specific school has paperwork requested to waive prerequisite requirements.

COMMENTS/NOTES: _____

STATEMENT OF UNDERSTANDING

_____ I HAVE READ AND UNDERSTOOD THE GUIDELINES AND INSTRUCTIONS FOR UNDERGRADUATE OR GRADUATE NON-DEGREE STUDY.

_____ I ASSUME ACADEMIC AND FINANCIAL RESPONSIBILITY FOR EACH COURSE FOR WHICH I REGISTERED AND WILL ABIDE BY THE TUITION DUE DATES, COURSE DATES, WITHDRAWAL AND CANCELLATION POLICIES GOVERNED BY AMERICAN UNIVERSITY.

_____ I CERTIFY THAT THE INFORMATION PROVIDED IS COMPLETE TO THE BEST OF MY KNOWLEDGE. I REALIZE THAT FALSIFICATION OF MY ACADEMIC BACKGROUND IS SUFFICIENT REASON FOR DISMISSAL.

_____ AMERICAN UNIVERSITY HAS THE RIGHT TO DENY REGISTRATION BASED ON THE INFORMATION LISTED ON THE FORM.

_____ ALL STUDENTS TAKING A MATH COURSE FOR THE FIRST TIME AT AU ARE REQUIRED TO TAKE A MATH PLACEMENT EXAM. INSTRUCTIONS WILL BE EMAILED TO YOU AFTER THE SUBMISSION OF THIS FORM.

_____ I UNDERSTAND REGISTRATION FOR COURSES IS BASED ON SPACE AVAILABILITY AND CONFIRMATION OF ELIGIBILITY.

REGISTRATION CONFIRMATION

CHECK YES TO CONFIRM YOUR REGISTRATION:

_____ YES

BY CHECKING YES, YOU ARE INDICATING THAT YOU HAVE COMPLETED ALL REQUIRED FIELDS AND HAVE CAREFULLY READ, UNDERSTAND AND AGREE WITH THE INFORMATION CONTAINED THEREOF.

SUBMIT THIS FORM AND DIRECT ANY QUESTIONS TO AU CENTRAL EMAIL: aucentral@american.edu