Arkansas State University Office of Admissions, Records and Registration - Non-Degree Student Registration Form

Students must return completed form to the Office of Admissions, Records and Registration and wait for course to be added so that any registration problems may be immiediately resolved. <u>**Forms sent via campus mail will not be processed.**</u>

Please Print. Incomplete information will not be processed.

Student's Name	ID Number	Total Enrolled Hours for semester	Total Non-Degree Hours earned at ASU

Individuals who wish to pursue courses of special interest without submitting academic credentials may register for a maximum of six hours per semester (or 3 per summer term), accumulating up to 12 semester hours of undergraduate non-degree credit. Thereafter, non-degree students must comply with university admission requirements or obtain a written waiver from the Office of Admissions, Records and Registration.

Non-degree students are required to submit all admission credentials listed under "Admission Procedures" except for ACT scores and high school and/or college transcripts. Non-degree students are required to meet the same course prerequisites as are other students. Non-degree students are generally not eligible to participate in financial aid programs.

Due to specific enrollment limitations, non-degree students may not register through the university's web registration system. Non-degree students may not be allowed to enroll in or repeat specific courses, as designated by departments (e.g. "ART 1093 - Ceramics For Non-Majors" is a non-repeatable course, even if the student has failed it previously.)

CAUTION: Non-degree students cannot enroll in courses that are required in the general education program. Courses taken for non-degree credit are not applicable toward a degree unless validated later by the student's meeting all conditions of admission to the university, including remediation requirements.

Student's Signature		Date	
CRN	**Course Prefix, Number & Section**	**Course Title**	**Credit/Audit**
1)			
2)			
3)			