

<b>Policy Title:</b>	Nonadmitted Graduate Student Enrollment
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<b>Governing Body:</b>	Academic Affairs	<b>Policy Number:</b>	AAD.040
<b>Policy Contact:</b>	Sue Walsh	<b>Date Revised:</b>	May 16, 2011
<b>Custodial Office:</b>	Provost	<b>Date Approved:</b>	May 16, 2011
<b>Approved By:</b>	President	<b>Next Review:</b>	May 16, 2014
<b>Related Policy:</b>	OAR 580-015-0025		

**A. Purpose**

To permit graduate students to enroll for up to eight (8) university credits without paying an application fee.

**B. Definitions**

**C. Policy Statement**

Any person with an undergraduate degree from a regionally accredited institution who has not been admitted to Southern Oregon University and who wishes to enroll in no more than 8 credits during an individual term may enroll as a nonadmitted graduate student. Graduate programs may only accept a specific number of these credits prior to granting approval for admission into the program. Please contact the appropriate graduate program coordinator for further assistance.

Nonadmitted applicants are not required to submit transcripts, test scores, or pay an application fee. Nonadmitted graduate students must be able to meet the technical and academic qualifications for entry into the graduate program, class or activity in order to be considered otherwise qualified. They are not admitted to pursue a degree program or to attend the University full time.

Any person who earned an undergraduate degree from a non-accredited institution who has not been admitted should contact the Enrollment Services Center for further information. (International students with visas must be cleared through the international student advisor before they register as nonadmitted students.)

The nonadmitted student category permits students to enroll in Southern Oregon University classes on a space-available basis no earlier than two weeks before the beginning of the term. The forms necessary for this type of enrollment are available on-line: Applying to SOU for Nonadmitted Status. Nonadmitted student applications will be reviewed on a case by case basis; this review may include a request for, and review of, a portfolio of the student's work. The course instructor(s) and the University have the discretion to preclude a student from participating in a course due to lack of sufficient academic preparation or ability.

This policy may be revised at any time without notice. All revisions supersede prior policy and are effective immediately upon approval.

**D. Policy Consultation**

Enrollment Services Center, Pre-college Programs, College of Arts and Sciences, School of Business, School of Education, President's Office, Provost's Office, Admissions, Information Technology, Academic Policies Committee, Academic Support Programs, Faculty Senate

**E. Associated Procedures or Other Information**

The forms necessary for this type of enrollment are available online.

The Policy Contact, defined above, will write and maintain

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