

Term you wish to enroll:
__ Fall 20__ __ Winter 20__
__ Spring 20__ __ Summer 20__



PETITION TO ENROLL AS A NON-ADMITTED STUDENT

Please read second page before completing this petition.

Last Name: _____ First Name: _____ M.I.: _____ __ Male __ Female __ Other

Social Security Number: _____ E-mail: _____

Permanent Address: _____ Mailing Address: _____

City: _____ State: _____ Zip: _____ City: _____ State: _____ Zip: _____

Home/Cell: _____ Work Phone: _____ Are you currently employed by WOU? __ Yes __ No

Date of Birth: _____ Place of Birth: _____ Country of Citizenship: _____

Are you an international student? Yes ____ NO ____ Please circle: F1 or J1 Visa

Start date of current Oregon residency: _____ (Month/Year)

Have you ever enrolled at WOU? _____ (Term/Year) Previous name(s) used at WOU: _____

Do you hold a baccalaureate degree? __ Yes __ No If yes, from: _____

What level of coursework do you plan to take? __ Undergraduate __ Second Bachelor's __ Graduate

To comply with federal statistical reporting requirements, Western Oregon University must ask for the following demographic information. We encourage you to provide the information, but doing so is entirely voluntary, and your application will receive the same consideration whether or not you do. Please answer both questions:

1. Are you Hispanic or Latino? __ Yes __ No
2. What is your race? Please choose one or more:
__ American Indian or Alaska Native __ Asian __ Black or African American
__ Native Hawaiian or Pacific Islander __ White (Original peoples of Europe, the Middle East, or North Africa)

STUDENT AGREEMENT

I, the undersigned, understand and agree that:

1. I have not been formally admitted to Western Oregon University;
2. I am being allowed to register for classes as a non-admitted student for the current academic term only;
3. I am limited to eight (8) or fewer credits per term;
4. I must make formal application and be fully admitted to the university by satisfying all admission requirements in order to register for classes for subsequent terms; and
5. I have read and understand the additional information on the second page of this form.

By typing your name below, you agree that this is valid as your signature.

Student Name: _____ Date: _____

ADMISSIONS OFFICE APPROVAL

Western Oregon University agrees:

1. To waive the following regular requirements: a) \$50 application fee and b) Housing requirements
 - A \$20 fee will be applied for this application.
2. To permit the student to undertake regular courses (within the aforementioned limits) and to record them in the standard manner; and
3. To waive placement examinations.

Admissions Office Signature: _____ Date: _____

Non-Admitted Student Application Instructions and Procedures

A non-admitted student is a person who feels academically qualified to enroll for classes at WOU but does not desire to be admitted to the university. The non-admitted status is specifically designed for the person who desires to take a very limited number of courses generally for purposes other than obtaining a degree or teaching certificate at Western Oregon University. Non-Admit status is not available to students who have been suspended because of academic deficiency.

The category of Non-Admitted Student is restricted to students who find themselves in the following circumstances:

1. Members of the Western Oregon University staff, approved for enrollment as a non-admitted student on a term-by-term basis;
2. High school students approved to take university- level courses at WOU;
3. Students receiving special approval from the Office of the Provost to take undergraduate-level courses on a term-by-term basis; or
4. Students taking graduate-level courses who do not plan on earning a degree or teaching certificate from WOU.

All other students must seek and receive approval to enroll through established admissions procedures.

A Non-Admitted Student is required to abide by all the rules and regulations of the university listed in the catalog and Schedule of Classes except those specifically excluded on this petition. Registration deadlines and late fees apply.

Limitations placed upon a non-admitted student are:

1. The student is limited to eight (8) or fewer credits per term.
2. The non-admit petition is good for one academic term only. Enrollment for subsequent terms will require re-petitioning.
3. WOU will not evaluate or hold records (other than the posting of grades) in preparation for degrees or teaching certificates. These academic services are limited to fully-admitted, degree-seeking students only.

Grades and credits will be recorded in the normal manner. Such credits have the same transferability and validity as credits earned by admitted students. Credits earned by a non-admitted student subsequently may be accepted into a formal program upon later admission to the university. A maximum number of fifteen (15) graduate credits earned as a non-admit student can be applied to a graduate degree or license program.

Note: Students interested in pursuing a degree program must apply for formal admission to the university.

Course Credit Level:

Students enrolled as undergraduates may not take courses for graduate credit. Undergraduates may not enroll in courses numbered 500 or higher. Conversely, graduate-level students may not take courses for graduate credit unless that course has been properly designated as such.

Course Number System:

100-299: Lower Division

300-499: Upper Division

500-599: Graduate courses with undergraduate equivalents

600+: Courses open to graduate students only and offered only for graduate credit (no undergraduate credit is available)

Any questions should be referred to:

Office of Admissions
Western Oregon University
Monmouth, OR 97361
503-838-8211 V/TTY

Note: Many types of financial aid (including Veterans Administration benefits) are not payable to students attending as non-admitted students.

SOCIAL SECURITY NUMBER (SSN) DISCLOSURE AND CONSENT STATEMENT

To comply with the Tax Payer Relief Act of 1997, Western Oregon University must obtain your correct SSN to file returns with the Internal Revenue Service (IRS) and to furnish a statement to you. The returns filed by WOU must contain information about qualified tuition and related expenses.

The Privacy Act of 1974, section 6109 of the Internal Revenue Code, requires that you give your correct SSN to agencies that must file information returns with the IRS. The IRS uses your SSN for identification and to verify the accuracy of your tax return. For more information, please refer to Internal Revenue Code section 6050S. By signing the application for admission, you give your permission for the use of your SSN to assist WOU in developing, validating or administering predictive tests and assessments; administering student aid programs; improving instruction; identifying students internally; collecting student debts; or comparing student educational experiences with subsequent work-force experiences.

When conducting studies, WOU will disclose your SSN only in a manner that does not permit personal identification of you by individuals other than representatives of WOU and only if the information is destroyed when no longer needed for the purposes for which the study was conducted. By providing your SSN, you are consenting to the uses identified above.

This request is made pursuant to the Oregon Revised Statutes 351.070 and 351.085. You are not required to consent to the use of your SSN for research; if you choose not to do so, you will not be denied any right, benefit or privilege provided by law. You may revoke your consent for the use of your SSN at any time by writing to Admissions. If you do not give consent to use your SSN for research, please attach a note requesting a system-generated number.

CERTIFICATION

I understand that withholding information requested on this application or giving false information will make me ineligible for admission to the university or subject to dismissal. I certify that the statements I have made on this application are correct and complete.

Signature: _____

Date: _____