

## NONDEGREE/NONCERTIFICATE STUDENTS

Requirements: Nondegree/noncertificate students are students who register for one or more courses, but who do not wish to pursue a formal credential or follow the curriculum of a professional program in the College. Department chairs (with the approval of the Dean) may elect to admit nondegree/noncertificate students to selected courses in their department on a space available basis. The Dean may elect to admit nondegree/noncertificate students to CHRP interdisciplinary courses.

1. Applicants who are accepted as nondegree/noncertificate students may enroll in no more than one course each semester and may not accumulate more than 10 semester credits in a given program under this status.
2. There is no assurance that courses completed by a nondegree/noncertificate student will be transferred toward degree or certificate program requirements should the student later be admitted as a candidate for a degree or certificates, nor does completion of courses by nondegree/noncertificate students in any way obligate the College to admit those students to a professional program.
3. While a nondegree/noncertificate student may, at the discretion of the department chair, be excused from program prerequisite requirements, the student must complete all course prerequisites prior to enrollment in the given course.
4. Admission to nondegree/noncertificate status will be based on the applicant's objective, the applicant's academic qualifications, the appropriateness of the courses sought to the objective, and the space available, if any, in the course in question.

## APPLICATION PROCEDURES

1. Obtain an application from the Office of Student Affairs, College of Health Related Professions, 4301 West Markham, Little Rock, AR 72205. Telephone: (501) 686-5730.
2. Return the completed application, with a non-refundable \$10.00 application fee, to the address listed on the form.
3. Forward to the Office of Student Affairs a letter outlining the course(s) sought and the objective to be achieved through completion of the course(s).
4. Forward to the Office of Student Affairs a signed statement that indicates the applicant has read, understands, and agrees to the requirements governing nondegree/noncertificate applicants. A standard form is available from the Office of Student Affairs for this purpose.
5. If college and/or university coursework is considered in the admission process for the student, arrange for all colleges and universities attended to forward official transcripts to the Office of Student Affairs. If no college or university level coursework is considered, arrange for all high schools attended to forward an official transcript to the Office of Student Affairs.

STATEMENT OF AGREEMENT

NONDEGREE/NONCERTIFICATE APPLICANTS  
COLLEGE OF HEALTH RELATED PROFESSIONS  
UNIVERSITY OF ARKANSAS FOR MEDICAL SCIENCES

I hereby verify that I have read, understand, and agree to the following requirements governing nondegree- noncertificate applicants to the College of Health Related Professions:

1. Applicants who are accepted as nondegree/noncertificate students may enroll in no more than one course each semester and may not accumulate more than ten semester credits in a given program under this status.
2. There is no assurance that courses completed by a nondegree/noncertificate student will be transferred toward degree or certificate program requirements should the student later be admitted as a candidate for a degree or certificate, nor does completion of courses by nondegree/noncertificate students in any way obligate the College to admit those students to a professional program.
3. While a nondegree/noncertificate student may, at the discretion of the department chair, be excused from program prerequisite requirements, the student must complete all course prerequisites prior to enrollment in the given course.
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\_\_\_\_\_  
STUDENT NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COURSE NAME

\_\_\_\_\_  
SEMESTER      YEAR

**LIST PREREQUISITE COURSES:**

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\_\_\_\_\_  
DEPARTMENT CHAIR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DEAN

\_\_\_\_\_  
DATE