Admission to a course as a non-matriculated (non-degree seeking) student is based on the applicant’s related academic and professional qualifications as well as space availability for the specific course(s) requested.

The minimum requirement for admission to a graduate course is the completion of and the award of a four-year U.S. bachelor’s degree or the U.S. equivalent. If an applicant is uncertain of the U.S. bachelor’s degree equivalency of his/her degree, he/she may wish to obtain an academic credential evaluation from a U.S. based credential evaluation agency (e.g. WES).

International students must contact the Director of Graduate Admissions for admission eligibility.

INSTRUCTIONS

1. All applicants must submit the following application materials by the application deadline (admissions.rpi.edu/graduate):
   - Completed Graduate Non-Matriculated Study Application
   - Nonrefundable application processing fee of $75 (payable to Rensselaer Polytechnic Institute; the fee is waived for Rensselaer alumni, employees, and employee spouses)
   - Official copy of bachelor’s or highest degree transcript (native language also, if applicable)
   - Communication and Media applicants only must submit a Statement of Background and Goals

   International applicants must also submit the following materials by the application deadline (admissions.rpi.edu/graduate):
   - The TOEFL, IELTS, or PTE is required of all international applicants whose native language is not English. A minimum TOEFL score of 88 iBT/230 CBT/570 PBT, or IELTS of 6.5 or PTE of 60 is required.
   - International students must submit photocopies of official immigration/visa documents. All application materials must match the name on your passport.

2. Make a copy of your complete application for your records.

3. Submit the application and all supporting materials to the address above.

PERSONAL DATA

- □ Male  □ Female

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<tr>
<th>Last Name/Surname</th>
<th>First/Given</th>
<th>Middle</th>
<th>Jr., II, III, etc.</th>
<th>Former or Other Name</th>
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Permanent home mailing address

City State/Province Zip/Postal Code Country

Home phone ( ) Work ( ) Fax ( )

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Temporary mailing address

City State/Province Zip/Postal Code Country

Temporary phone ( ) Temporary work ( )

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Country of birth _______________ Date of birth _______________ Month/Day/Year

Present telephone number if different from above ( )

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<th>Area Code or Country/City Code</th>
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U.S. Social Security Number

Are you employed by Rensselaer? □ Yes  □ No

Please give name, class, and relationship of relatives who are associated with Rensselaer.

For international applicants only

If you are currently in the United States, please indicate the type of visa you have:

Visa expiration date __/__/____

(Optional)

Are you of Hispanic or Latino descent? (Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture) □ Yes  □ No

What is your race? (Select one or more) □ American Indian or Alaskan Native □ Asian □ Black or African American □ Native Hawaiian or Other Pacific Islander □ White
PROGRAM INFORMATION

A graduate student who has taken courses at Rensselaer as a special non-degree student may transfer to a degree program a maximum of 12 credits earned in that status. Please refer to the current academic catalog for details. The department determines which non-matriculated courses will count toward a degree.

Is it likely that you will later apply for degree status?  ☐ Yes  ☐ No  If yes, in what program?  

Please remember, when applying for degree status, all subsequent transcripts will be required along with any required test scores.

The CRN Number is required to process all applications. Please find the CRN Number at http://sis.rpi.edu/stuclshr.htm.

Course Name  

CRN Number  Course Number/Section  Term  Credit Hours  

Course Name  

CRN Number  Course Number/Section  Term  Credit Hours  

Course Name  

CRN Number  Course Number/Section  Term  Credit Hours  

Course Name  

CRN Number  Course Number/Section  Term  Credit Hours  

ACADEMIC INFORMATION

A listing of all universities, technical schools, and language training programs you have attended, regardless of whether or not a degree was completed, is required. Grade point averages (GPA) must be provided for bachelor’s and subsequent study unless the college did not use a numerical grading system. Incomplete or falsified transcript or GPA information may result in denial of admission or termination of enrollment.

Have you previously applied for graduate admission to Rensselaer?  ☐ Yes  ☐ No  If so, what year?  

What action was taken?  

EMPLOYMENT INFORMATION

Please list your two most recent work experiences, if any.

Occupation  Employer  Dates of Service From / To  Employer’s Location City and State/Country  

Why are you requesting to take the above course(s)?

☐ Required of employer  ☐ Transfer credit to another program  ☐ Preparation for graduate school  

☐ Personal/professional development  ☐ Pre-requisite course work  ☐ Other  

CERTIFICATION

I hereby certify that the information given by me on this application is complete and accurate in every respect, that the information I have submitted as an applicant for admission is my own work. I understand and agree that any misrepresentation may be cause for denial or revocation of admission or subsequent dismissal from Rensselaer.

SIGNATURE OF APPLICANT  Date  

______