

INSTRUCTIONS FOR UNDERGRADUATE NON-DEGREE APPLICATION

Please Note:

- In all cases, all course pre-requisites must be met.
- You must maintain a 2.0 GPA at Baruch to be allowed for future terms.
- You must submit an application for each term you wish to attend.
- You may only take 3 business courses your academic career as a non-degree student.

VISITING STUDENT (A NEW APPLICATION MUST BE FILED FOR EACH TERM YOU INTEND ON ENROLLING IN)

File this application if:

- You are currently enrolled in a non-CUNY college.
- You do not intend on enrolling in 4000 level or above Liberal Arts courses
- You do not intend on enrolling in the following business courses:
upper-level (3000 and above) ACC courses, BPL 5100, CIS 4350, CIS 4400, CIS 5800, 4000-level ECO courses, upper-level (3000 and above) FIN courses, IBS 5750, 4000-level law courses, MGT 4500, MGT 4963, MKT 5750, OPR 3450, RES 3900, RES 4200 , RES 4400, or STA 4155, or TAX 3300.

Please submit the following documents along with the application:

- Current Transcript (Official or Unofficial)

UNDERGRADUATE NON DEGREE STUDENT

File this application if:

- You wish to take Liberal Arts courses (1000, 2000, or 3000 level only)
- You do not intend on enrolling in business courses
- You do not intend on enrolling in ENG 2100, 2150 or MTH 1030

Please submit the following documents along with the application if you never attended Baruch College:

- Proof of High School Diploma/ GED/ transcripts of all prior college coursework

POST BACCALAUREATE NON DEGREE STUDENT

File this application if:

- You have already received a Bachelor’s degree
- You do not intend on enrolling in 4000 level Liberal Arts courses
- You do not intend on enrolling in the following business courses:
upper-level (3000 and above) ACC courses, BPL 5100, CIS 4350, CIS 4400, CIS 5800, 4000-level ECO courses, upper-level (3000 and above) FIN courses, IBS 5750, 4000-level law courses, MGT 4500, MGT 4963, MKT 5750, OPR 3450, RES 3900, RES 4200 , RES 4400, or STA 4155, or TAX 3300.
- 2 courses maximum per term

Please submit the following documents along with the application if you never attended Baruch College:

- Copies of transcripts of all prior college coursework showing proof of degree.

SENIOR CITIZEN STUDENT

File this application if:

- You are a New York resident 60 years of age or older
- You want to audit introductory liberal arts course
- You do not intend on enrolling in english comp, math, business or science
- Fee of \$80 is required every term/session

Please submit the following documents along with the application if you never attended Baruch College::

- Proof of age (driver’s license, State ID, passport, medicare card)
- Proof of High School Diploma/ GED/ transcripts of all prior college coursework

HIGH SCHOOL STUDENT

File this application if:

- You are currently enrolled in high school

Please submit the following documents along with the application if you never attended Baruch College:

- Official high school transcript

REGISTRAR’S OFFICE USE ONLY

<p>TERM ACTIVATE</p> <input type="checkbox"/> SEARCH ID <input type="checkbox"/> PROG PLAN <input type="checkbox"/> UPDATE RES/EM <input type="checkbox"/> TERM ACT <input type="checkbox"/> APPT TIME <input type="checkbox"/> STUDENT GRP <input type="checkbox"/> PERM <input type="checkbox"/> TRANS TEXT <input type="checkbox"/> EXT ED			<p>EMAILED</p> <p>DATE</p>	<p>Comments:</p>
			<p>PROCESSED BY</p>	
			<p>INITIAL</p>	
			<p>DATE</p>	

UNDERGRADUATE NON-DEGREE/VISITING STUDENT APPLICATION

A \$65 non-refundable fee for new applicants and visiting permit student. A \$20 non-refundable reentry fee for returning Undergrad Non-degree and Post-Baccalaureate students who have completed a prior term at Baruch. There is no application fee for Senior citizen auditors applicants. Please complete all portions of the form. Submit your application and documentation via email to Visitingstudents@Baruch.cuny.edu. Any question or comments please email us at Visitingstudents@Baruch.cuny.edu

APPLICATION

Application: New Applicant Re-entry (Only Undergrad Non-degree, Post-Baccalaureate and Senior Citizen Auditor)

Type: Visiting Student Undergrad Non-degree Post-Baccalaureate Senior Citizen Auditor High School Student

Term Deadlines: Summer 2021 Session I and III: May 24, 2021 Winter 2022: December 10, 2021

Summer 2021 Session II: June 28, 2021 Spring 2022: January 7, 2022

Fall 2021: August 09, 2021

STUDENT INFORMATION

Do you currently have or have ever had a relationship with CUNY? This includes applying to or working at a CUNY college. If **NO**, or you do not know your EMPLID complete the social security number and date of birth section. If **YES**, complete the EMPLID section.

NO: _____ YES: _____ Sex: Male
 Social Security Number Date of Birth EMPLID Female

Name: Last _____ First _____ MI _____ Name on CUNYfirst Account (if different) _____

Current Street Address _____ Day Phone _____

City _____ State _____ Zip _____ Email Address _____

Name of current college attending; or previous college(s) or high school attended: _____

COURSES YOU WISH TO TAKE

In all cases, all course pre-requisites must be met.

	Course (ex. ART 1000)	Title (ex. Intro to Visual Design)		Course (ex. ART 1000)	Title (ex. Intro to Visual Design)
1			3		
2			4		

APPLICATION AGREEMENT

Please Read Before You Submit Form:

Acceptance of this application **does not** guarantee course availability at the appointed registration time. Students are responsible for all tuition and fees regardless of the grade(s) earned or the transferability of the course(s).

New Students to CUNY or students who have been out of Baruch for a year or longer are charged non-resident tuition rates. To establish that you are a NYS resident, please submit the CUNY Residency form to the Office of Undergraduate Admissions at 151 E. 25th St, room 720. To download, please go to <http://www.baruch.cuny.edu/undergrad/residency.htm>. If you have questions, please call the Residency Unit at (646) 312-1179.

I hereby certify that the statements on this application and all the supporting documents are true. I realize that fraudulent information may affect my status at Baruch College.

After completion of the form, save and email to Visitingstudents@Baruch.cuny.edu.

Student's Signature

Date