



# International Non-Degree Special Student (NDSS) Application

NORTHWESTERN UNIVERSITY SCHOOL OF PROFESSIONAL STUDIES • Nondegree Special Student Office • 405 CHURCH STREET • EVANSTON, IL 60208-2650 • PHONE 847-491-3443 • <https://sps.northwestern.edu/non-degree-special-student/>

PLEASE NOTE: This application is not to be used by persons seeking admission or readmission to degree programs in the schools or divisions of Northwestern University, since Special Students who are later admitted to those programs may not necessarily have the course work completed as a Special Student counted toward the degree. This application is not to be used by persons wishing to attend Northwestern's Summer Session. This application is not to be used by persons who did not complete degrees but were previously enrolled in any of the schools on Northwestern's Evanston campus (Education & Social Policy, Communication, Journalism, Music, McCormick School of Engineering and Applied Science, or the Weinberg College of Arts and Sciences) or who graduated from any of these schools. Those students should use the *Application for Former Students to Re-enter*, available at the Office of the Registrar. This application is also not to be used by persons wishing to register for courses through the School of Professional Studies at Northwestern University.

## PERSONAL INFORMATION

Last name		First name		Middle name	
Date of birth (mm/dd/yyyy) _____ / _____ / _____	Gender <input type="checkbox"/> Female <input type="checkbox"/> Male	Marital status <input type="checkbox"/> Single <input type="checkbox"/> Married		Are you bringing dependents? <input type="checkbox"/> Yes <input type="checkbox"/> No	
City and country of birth					
Country of citizenship (If you hold dual citizenship, list the country of the passport that you will use to enter the US)			Country of residence (the country in which you hold legal permanent residence)		
Email address			Phone (include country and city code)		

## MAILING ADDRESS FOR OFFICIAL ADMISSION MATERIALS AND VISA DOCUMENTS

Street address		
City/region	Province/state & postal code	Country
Phone (include country and city code)		Fax (include country and city code)

## PERMANENT RESIDENTIAL ADDRESS

Street address		
City/region	Province/state & postal code	Country

## VISA Information

As an international student, you must obtain a F-1 visa and Form I-20 to study legally in the United States. All applicants, including those already in the United States, must complete an International Student Visa Document Request after acceptance into the NDSS program. This form is available at Northwestern University's International Office website: [www.northwestern.edu/international](http://www.northwestern.edu/international).

Are you currently in the United States? Yes No

Are you transferring from another US institution? Yes No

If yes, what is your visa status?

If yes, what institution?

When does your status expire?

Will you need Northwestern University to sponsor your visa?

\_\_\_\_ Yes \_\_\_\_ No (You will receive instructions on how to request your visa after your registration has been approved.)

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## FOR OFFICE USE ONLY:

Date received	Admin Approval	Career	Program	Plan
		NDGR	UGNDG	UGNDSS



Applicant Name \_\_\_\_\_

### Statement of Academic Integrity

Northwestern University students and faculty are committed to scholarly principles that respect and acknowledge individual achievement. Because of this, certain behaviors are viewed as unacceptable, including cheating, plagiarism, falsifying or fabricating information, and aiding or abetting academic dishonesty. Students who violate these principles are subject to penalties, including course failure and dismissal from Northwestern University.

### Statement of Academic and Financial Obligation

Students who register for a course are considered enrolled for the duration, and are expected to attend all sessions of the courses for which they are registered. Excessive absences do not signal a student's intent to drop or withdraw, and may be cause for failure in the course. If a student does formally drop or withdraw, the student is responsible to pay any tuition balance remaining on the account, according to the refund schedule determined by Northwestern University Student Financial Services. Students wishing to change their registration in any way—by adding or dropping a course—must do so through the Office of the Registrar.

**You must sign this statement. The Office of Special Students will not accept any unsigned application forms. By signing this application, electronically transmitting it, or printing, signing, and mailing the application, I certify that the information contained in this application is accurate and complete to the best of my knowledge. I will notify the Office of Special Students promptly if any of this information changes. I understand that furnishing inaccurate or misleading information can result in denial of admission or revocation of admission and dismissal from Northwestern University. If inaccurate or misleading information is discovered after an offer of admission is made, I will be given an opportunity to explain such information to the Office of Special Students, which will render a final decision not subject to appeal regarding an appropriate outcome, which may include revocation of admission and dismissal from Northwestern University.**

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 Signature

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 Date

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Return completed form and all application materials to:

[ndss@northwestern.edu](mailto:ndss@northwestern.edu)  
**Northwestern University**  
**Nondegree Special Student Office**

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Northwestern University does not discriminate or permit discrimination by any member of its community against any individual on the basis of race, color, religion, national origin, sex, pregnancy, sexual orientation, gender identity, gender expression, parental status, marital status, age, disability, citizenship status, veteran status, genetic information, reproductive health decision making, or any other classification protected by law in matters of admissions, employment, housing, or services or in the educational programs or activities it operates. Harassment, whether verbal, physical, or visual, that is based on any of these characteristics is a form of discrimination. Further prohibited by law is discrimination against any employee and/or job applicant who chooses to inquire about, discuss, or disclose their own compensation or the compensation of another employee or applicant.

Northwestern University complies with federal and state laws that prohibit discrimination based on the protected categories listed above, including Title IX of the Education Amendments of 1972. Title IX requires educational institutions, such as Northwestern, to prohibit discrimination based on sex (including sexual harassment) in the University's educational programs and activities, including in matters of employment and admissions. In addition, Northwestern provides reasonable accommodations to qualified applicants, students, and employees with disabilities and to individuals who are pregnant.

Any alleged violations of this policy or questions with respect to nondiscrimination or reasonable accommodations should be directed to Northwestern's Office of Equity, 1800 Sherman Avenue, Suite 4-500, Evanston, Illinois 60208, 847-467-6165, [equity@northwestern.edu](mailto:equity@northwestern.edu).

Information on Title IX Sexual Harassment, including information on how to file a report or complaint, how Northwestern will respond, and the complaint resolution procedures and process, can be found in the Interim Policy on Title IX Sexual Harassment. Information other forms of sexual misconduct, discrimination or harassment, including information on how to file a report or complaint, how Northwestern will respond, and the complaint resolution procedures and process, can be found in the Policy on Institutional Equity. These policies are available on the Office of Equity's website: [www.northwestern.edu/equity](http://www.northwestern.edu/equity).

Questions specific to sex discrimination (including sexual misconduct and sexual harassment) should be directed to Northwestern's Title IX Coordinator in the Office of Equity, 1800 Sherman Avenue, Suite 4-500, Evanston, Illinois 60208, 847-467-6165, [TitleIXCoordinator@northwestern.edu](mailto:TitleIXCoordinator@northwestern.edu).

A person may also file a complaint with the Department of Education's Office for Civil Rights regarding an alleged violation of Title IX by visiting [www2.ed.gov/about/offices/list/ocr/complaintintro.html](http://www2.ed.gov/about/offices/list/ocr/complaintintro.html) or calling 800-421-3481. Inquiries about the application of Title IX to Northwestern may be referred to Northwestern's Title IX Coordinator, the United States Department of Education's Assistant Secretary for Civil Rights, or both.