

## International Non-Degree Special Student (NDSS) Application

NORTHWESTERN UNIVERSITY SCHOOL OF PROFESSIONAL STUDIES • THE OFFICE OF SPECIAL STUDENTS • 405 CHURCH STREET • EVANSTON, IL 60208-2650 • PHONE 847-491-3443 • FAX 847-491-3660 • WWW.SPS.NORTHWESTERN.EDU/UGRAD/NONDEGREE/

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.

## PLEASE PRINT CLEARLY IN BLACK INK OR TYPE

| Last name   |  | First name                  |  | Middle na    | me  |  |
|---|--|-----------------------------|--|--------------|---|--|
| Date of birth<br>(mm/dd/yyyy) / /                                       |  |                             | Marital status Male □ Single □ Married   |              | Are you bringing dependents?  |  |
| City and country of birth   | l .  | Position in home count      | try Student, level of education you ar Employed, job title and field:                |              |   |  |
| Country of citizenship (If you hold country of the passport that you wi |  |                             | Country of residence (the country you hold legal permanent reside                    |              |   |  |
| Email address   |  |                             | Phone (include country and city code)  |              |   |  |
| MAILING ADDRESS FOR O<br>Street address                                 | FFICIAL ADMISSI                                    | ON MATERIALS AND            | VISA DOCUMENTS   |              |   |  |
| City/region   |  | Province/state & posta      | Province/state & postal code   |              | Country   |  |
| Phone (include country and city code)                                   |  |                             | Fax (include country and city co   | ode)         |   |  |
|   |  |                             |  |              |   |  |
| City/region   |  | Province/state & posta      | ii code  | Country      |   |  |
| ace/Ethnicity Information No information you provide in the             |  | in a discriminatory mann    | ner. This information is for statistica  | l purposes o | only.   |  |
| o you consider yourself to be H   | ispanic/Latino? □ Yes                              | s □ No                      |  |              |   |  |
| addition, please select one or mo<br>American Indian or Alaskan Nativ   | •  | ,                           | self:<br>Native Hawaiian or Pacific Islander   |              | White   |  |
| tudent Visa Document Request (IS  | st obtain a visa to study SDVR) form. This form is | available at Northwestern U |  | : www.northw | States, must complete an International estern.edu/international. This form must Incomplete requests will delay visa |  |
| re you currently in the United State                                    | es?    Yes    No                                   |                             | Are you transferring from another US institution? ${\mathbb I}$ Yes ${\mathbb I}$ No |              |   |  |
| yes, what is your visa status?<br>/hen does your status expire?         |  |                             | If yes, what institution?  |              |   |  |
| · —   |  | <u>—</u>                    |  |              |   |  |
| FICE USE ONLY   | PPROVED BY   | SCHOOL                      |  |              | DATE  |  |

|  |   |   | Ар  | plicant Name                                       |   |  |
|--|---|---|---|--|---|--|
| Freshman   | ompletion of your most recen<br>Sophomore<br>ns of higher education you ha  | t term at current institution<br>Junior<br>ve attended. Attach a separate   | Senior<br>e sheet if necessary.   | Other (specify)                                    |   |  |
| Institution/University   |   | Location  | Major/Field of Study  | Date   | es of study                                       | Date of graduation   |
| Institution/University   |   | Location  | Major/Field of Study  | Date   | es of study                                       | Date of graduation   |
| COURSE INFORM<br>Have you ever applied   | IATION<br>to any programs at Northwest  | ern? [] Yes [] No   | If yes, which program and v   | vhen?  |   |  |
| Academic quarter(s) in   | which you intend to register for  | or courses: [ Fall [ V  | Vinter   Spring   | Length of period of                                | f study at Northwestern                           | to<br>mm/yyyy mm/yyyy  |
| Number of courses for  | which you plan to register that   | t quarter:  | Year in which you   | plan to enroll:                                    |   |  |
| which you register. Yo students who enter the  | u are not permitted to enroll in  |   | es courses, which are indica  | ted by a -CN after the                             |   | nic department for each course for<br>xample: Account 204-CN Internation |
| Department   | Course number   | Title   |   |  |   |  |
| Department   | Course number   | Title   |   |  |   |  |
| <ul> <li>Signed applic</li> <li>Official, seale</li> <li>Certified Eng translation.</li> <li>A TOEFL sco</li> <li>Personal stat</li> </ul> | t be reviewed until all applicated to form and university transcripts in the lish translations of transcripts ore report showing a score of | tion materials have been received la nguage in which they were and a cach English language trans aced) (compaced) stating clearly why you was your student visa | issued. Each transcript mus<br>cript must bear the stamp o<br>puter version), or 100 (Inter | of the issuing department rnet version) or higher. | ent or faculty. You may . Scores are valid for tw | not certify your own   |
| equivalent) forward  | n found responsible for a land to aca   |   | avioral misconduct that   | t resulted in a disc                               |   | grade (or the international ese actions could include,                   |
| question, or provide   | e an explanation, if the o  | onvicted of a misdemean<br>riminal adjudication or co<br>t to be kept confidential.   | nviction has been exp   | •  |   | •  |

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If you answered yes to either or both of the above questions, please provide an explanation that gives the approximate date of each incident, explains the circumstances, and reflects on what you learned from the experience.

Northwestern University reserves the right to request additional information and documentation regarding an applicant's disciplinary history. You hereby authorize Northwestern University to verify any and all information contained in this application, including but not limited to dates and terms of enrollment, disciplinary and criminal history, academic work and awards, and extracurricular activities. You hereby authorize any and all previous institutions you have attended to disclose any and all information to Northwestern University pertinent to this application and your enrollment.

|                | International Non-Degree Special Student (NDSS) Application 3 |
|----------------|---|
| 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.

| Signature | Date |
|-----------|------|
|           |      |
|           |      |

Return completed form, payment and all application materials to:

Office of Special Students Northwestern University ndss@northwestern.edu 405 Church Street Evanston, IL 60208

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.

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.

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.

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 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.