NEW MEXICO HIGHLANDS UNIVERSITY®

Application for Undergraduate or Graduate Non-Degree Admission

Non-degree status enables individuals to take one or more courses at NMHU without intending to complete a degree at the University. Application for non-degree status may be made at the time of registration. Non-degree students are not eligible for financial assistance from NMHU.

Non-degree status is appropriate for a number of types of applicants, including the following:

- Those wishing to take university courses for personal interest of professional development
- Visiting students who are seeking a degree at another institution

NOTE: Students signing up for off-campus courses or institutes may submit the Off-Campus and Admission/Registration form in lieu of this form.

Credits completed in non-degree status may not be applied toward a graduate or undergraduate degree at NMHU unless regular admission status is obtained. Credits earned in non-degree status will require the same quality and quantity of work as credits earned in degree status, and students will be required to meet any stated course prerequisites. At the graduate level, a maximum of 12 hours taken in non-degree status may be used toward a degree-seeking program, if the student was eligible for regular or provisional status when the credits were earned. The same regulations apply regarding tuition, grades, and registration for classes and other academic matters.

First time non-degree applicants must pay the University's $15 non-refundable application fee, as well as the University's one-time matriculation fee of $5 upon registration. Please include payment with your application and send to:

New Mexico Highlands University
Office of Admissions
Box 9000
Las Vegas, NM 87701

For Official Use Only:
Generated ID: @_____

Please check status for which you are applying: ☐ Undergraduate ☐ Graduate

Social Security Number: _____- _____- _____ **Date of Birth:**_____ (Required) ☐ Male ☐ Female

Home Phone Number: _____/_____ **Place of Birth:**_____

_____
Last name (legal family name) First and middle names (as they appear on school records)

_____
Current address City State Zip

Please indicate your place of attendance: ☐ Las Vegas-Main Campus ☐ NMHU/SFCC
☐ Raton Site ☐ Rio Rancho Center ☐ NMHU/SJC

Please indicate the year and academic term for which you plan to enroll at Highlands:

☐ Fall ☐ Spring ☐ Summer 20_____ E-mail address: _____

Ethnicity: In compliance with the US Department of Education for Title IV federal requirements, please indicate your ethnic origin:

☐ Hispanic or Latino ☐ Non Hispanic or Latino

Race: Please select one or all that apply:

☐ 1 White ☐ 5 Asian
☐ 2 Black/African American ☐ 8 Native Hawaiian or Other Pacific Islander
☐ 4 American Indian or Alaska Native

Citizenship-<u>Must be indicated:</u> (choose only one)

☐ United States Citizen
☐ Alien Resident --please submit a copy of your I-551 form (green card)
☐ Other--Currently hold another status that makes you eligible to enroll for study as a non-degree student in the U.S. *If you are claiming this eligibility, please submit a copy of the passport Form I-94, showing an appropriate current visa status.*

Residency-<u>Must be indicated</u>: Incomplete information will result in automatic non-resident status.

State of legal residence:_____**County** of legal residence:_____

As of the date of this application, how long have you been living continuously in the state of New Mexico?_____/_____/_____
Yrs Mos Days

High School - Last high school attended:

Name City State

Date of graduation or Date when GED was taken

College/University: This information is required of all applicants who have been enrolled at any college/university, including NMHU.

Colleges/Universities attended:

Name	Location	Dates of Attendance	Degrees, if any

If not currently enrolled, are you eligible to return to the last college/university that you attended? ☐ Yes ☐ No
(If not, please explain on a separate sheet.)

Personal Data
Along with other data that you submit, some of the following information is important for determining in-state or out-of-state tuition classification (residency status).

If you are 23 or under, please provide the following information:

Parent(s) or Guardian(s)

Current address City State Zip

How long have they lived at this address?_____

Have you ever been convicted of a crime involving harm by you to a person or property of others, or have you been subject to incarceration for any crimes? ☐ Yes ☐ No

If yes, please supply a complete letter of explanation specifying the crime, docket or case number, courts of jurisdiction and sentence or other remedy imposed. Your application will be considered by an admissions committee when all documents are received.

I certify that the information given on this application is true and complete to the best of my knowledge. As requested, I have listed all high schools, colleges, and universities that I have attended. I understand that misrepresentation on this application may be considered grounds for denial of admission, cancellation of registration, or suspension from the university.

Signature:_____**Date:**_____

In accordance with the Student Right-to-Know and Campus Security Act, Public Law 101-542, New Mexico Highlands University publishes the graduation/persistence rates of its student body. For specific information on persistence and graduation rates, please contact the Registrar's Office (505-454-3233). Information concerning athletes' graduation rates is available from the Athletic Director's Office (505-454-3351). Information on campus security programs and statistics is available from the Campus Security Office (505-454-3278). Above information may also be found in "College Portrait" at www.nmhu.edu.

New Mexico Highlands University provides educational and employment opportunities to qualified persons without discriminatory regard to race, sex, disability, age, marital status, religion, color, ethnic and national origin or other non-merit factors.

If you are an individual who is in need of auxiliary aids or services in order to participate in our programs, please contact the University at (505) 454-3252 or TTY# 454-3003 or in writing to the Registrar's Office, New Mexico Highlands University, Box 9000, Las Vegas, New Mexico 87701.

For Official Use Only:

Application Fee Status:_____ Residency: Y N Residency Code:_____

Admissions Status:_____ Date:_____