

*Non-degree-seeking students will take courses for personal enrichment and/or background requirements as authorized by the hosting departments.*

Full Name: \_\_\_\_\_ Date of Birth (mm/dd/yyyy): \_\_\_\_\_

TXST ID (A0...) or Reference ID: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Confirm your understanding of the following policies by checking (✓) each box below:**

- I must hold the equivalent of a four-year bachelor's degree from a regionally-accredited institution.
- I must contact the department's graduate advisor or department chair prior to submitting my application for non-degree-seeking status, especially when courses include those needing departmental approval. **It is my responsibility to initiate correspondence and provide all information requested.**
- I understand that non-degree-seeking students are **not** eligible for financial aid or certain veteran benefits.
- I must secure approval from the program's graduate advisor or department chair for all graduate-level courses (5000 and above). [Some programs](#) do not accept non-degree-seeking students. In addition, approval is needed for undergraduate-level courses in **business, chemistry, computer science, mathematics, and nutrition.**
- I must confirm that the course(s) listed on this form do not require prerequisites and/or I have completed any prerequisites prior to the semester in which I am taking the courses. In some cases, **I must obtain the required overrides and/or subsequent approvals from the appropriate department(s) in order to register.**
- To enroll in classes, I must submit: **1)** an online, non-degree-seeking application and fee to **The Graduate College**, **2)** one official transcript from the institution granting my highest degree (uploaded transcripts will not meet this requirement) to **Graduate Admissions**, and **3)** this completed Non-Degree-Seeking Student Form to my online application, including all department-provided approvals to **Graduate Admissions.**
- As courses must be approved on a semester-by-semester basis, I must complete a new Non-Degree-Seeking Student Form for each semester I intend to study as a non-degree-seeking student. For subsequent semesters, the updated form should be submitted by email to [gcprocessing@txstate.edu](mailto:gcprocessing@txstate.edu).
- I understand that admission as a non-degree-seeking student does not constitute admission to a master's or doctoral degree program at Texas State, nor does it imply that satisfactory work will guarantee admission to a degree-granting program. (Courses taken will be shown as "post-baccalaureate" credit on your Texas State transcript. If you are admitted to a degree program, up to six hours of graduate-level courses completed with a grade of "B" or better may be petitioned for degree credit.)
- I understand that, if I am classified as a non-U.S. citizen or non-U.S. permanent resident, I must fulfill the non-degree-seeking student admission requirements outlined for international students.
- I understand that, if I need to update my personal information (name, phone number, etc.), I must contact the [Office of the University Registrar](#) or make changes in [Texas State Self-Service](#).

**Please provide the following information for the [Texas State courses](#) in which you would like to enroll:**

Semester:  Fall  Spring  Summer Year: \_\_\_\_\_

Department	Course Number	Approval of Graduate Advisor or Department Chair*	
		Advisor / Chair Signature	NetID

Reason(s) for Taking Course(s): \_\_\_\_\_

**By submitting this form to Graduate Admissions with my application for non-degree-seeking status, I agree that I have reviewed and understand the policies above and have provided all requested information.**