NON-DEGREE APPLICATION FORM

THIS IS NOT AN APPLICATION FOR ADMISSION TO A DEGREE PROGRAM

* Required fields

Social Security Number: * Do Not Have a Social Security Number *

Last Name * Suffix First Name * MI

Former name, if previously enrolled:

Telephone: * Day Telephone: *

Email *

(Temporary Address) (Permanent Address)

Street: Street: *

City: State: Zip: City: * State: * Zip: *

When was the last time you enrolled in a URI Course?

*Semester _________________ Year ____________ Never ☐

*Have you earned a bachelor’s degree? Yes ☐ No ☐

*Are you initially planning to enroll in a College of Continuing Education Course(s)? Yes ☐ No ☐

I CERTIFY THAT THE INFORMATION CONTAINED IN THIS FORM IS COMPLETE AND CORRECT

Signature __________________________________________ Date ___________________

*TERM: FALL ☐ Year: ____________

WINTER ☐ Year: ____________

SPRING ☐ Year: ____________

SUMMER ☐ Year: ____________

BIOGRAPHICAL

Male: ☐ Female: ☐ Married: Y ☐ N ☐

*Date of Birth: Month ___ Day ___ Year ______

*Citizenship ________ Racial/Ethnic ________(see instructions)

1 = US Citizen 1 = Hispanic

2 = Immigrant 2 = American Indian or Alaska Native

3 = Non-Immigrant 3 = Black Non-Hispanic

4 = International 4 = Asian or Pacific Islander

(see instructions on reverse)

5 = White Non-Hispanic

*Are you a RI resident? Yes ☐ No ☐

Please note: If you drop your classes on the 1st day of classes or thereafter, you will be responsible for all or a portion of your bill. Please refer to our refund policy on our web site at: http://www.uri.edu/es/students/bill/billadjrefundinfo.html

Please return form to:

Office of Enrollment Services
University of Rhode Island
Green Hall, 6 Rhody Ram Way
Kingston, RI 02881
Fax: (401) 874-5260

Finance and Records
URI/ASFCCE Room 205
80 Washington Street
Providence, RI 02903
Fax: (401) 277-5100

Office Use Only

ID Number ________________________________

UC CCE GS

Admin Unit Entry Code Residency By

Refer to 2nd page/reverse side for an additional instructions and important additional information.

The University of Rhode Island is an equal opportunity employer committed to the principles of affirmative action

Rev. 05/2014
INSTRUCTIONS

1. It is important that your university record be accurate. Please complete this form fully. Please print.

2. Return this application to the Office or Enrollment Services (Kingston) or the Finance and Records Office (Providence)

Additional Information:

Temporary Address
Some students have a temporary address where they live while attending classes (such as a dormitory or rental property): this is where your mailings will be sent while classes are in session. If you do not have a temporary address, leave this section blank. If you move to a temporary address leave this section blank. If you move to a temporary address during the term please inform the Office of Enrollment Services as soon as possible.

Permanent Address
This is your primary place of residence (home address) and is where mailings will go if you do not list a temporary address. Adjusted term bills for undergraduate students are always mailed to the permanent address.

Telephone Numbers
Be sure to include your area code. Your “daytime” telephone number is your work number or place where you can be reached weekdays during the semester.

Racial/Ethnic
Completion of this section of the application is optional. The information requested is gathered in order to report aggregate totals to the United States Department of Education in compliance with Title VI or the Civil Rights Act of 1964 and subsequent laws and regulations. Summaries are also provided to the Rhode Island Department of Education and to various academic and administrative offices of the University. These summaries are used to assess progress toward affirmative action goals to the University is committed.

Residency
In order to claim RI Residency for tuition purposes you must, at a minimum, satisfy all the conditions in any one of these three categories. If you meet all conditions, check “yes”. If you are unsure you should contact a University Residency Officer.

1. Financially Independent Student
   A. Have passed your 18th birthday and have maintained continuous residence in Rhode Island for at least one year prior to the first day of classes.

2. Financially Dependent Student
   A. Parents have been legally domiciled in RI with no other permanent address for at least one year prior to the first day of classes.
   B. Parents claimed you as a tax exemption during either of the past two filing periods.

3. Armed Forces
   A. Are a member (or spouse of tax dependent of a member) of the Armed Forces stationed in the state on military orders encompassing the first day of classes. Enclose a copy of your orders with your application.

CITIZENSHIP
International students must present proof of “F1” or “J1” Visa status to be eligible to enroll in any credit bearing courses full or part-time. Department of Homeland Security regulations prohibit F-2 visa holders from engaging in full time study. F-2 children may only engage in full time study at an elementary or secondary school (K-12). F-2s can continue to take classes for recreational, hobby or cultural purposes without applying for a change of status.

ADVISING:
Your administrative unit code tells you where you should go for advice regarding course offerings and content.

1. Non-degree students who hold a bachelor’s degree are assigned administratively to the Graduate School (GS).

2. Other non-degree students taking courses are assigned administratively to University College (UC) or the College of Continuing Education (CCE).

3. If you have been dismissed from an undergraduate program you are administratively retained by the college of your last enrollment and must confer with an advisor from that college before enrolling as a non-matriculating student.

Logging on to E-Campus:
Utilizing the e-campus system is an important step in starting your courses at the University of Rhode Island. Some courses (WebCT) require that you have an active e-campus account. If you are a returning student go to the URI home page and click on to “Log on to ecampus”

If you are logging on to E-Campus for the 1st time, go to the URI home page (www.uri.edu) and click on “Log on to e-campus”. Select the first option “New users register here” and follow the on screen directions.

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