

Non-Degree/Act 48 Graduate Application



**School of Graduate Studies
Bloomsburg, PA 17815
(570) 389-4015**

Instructions for Application for Non-Degree/Act 48 Admission to Graduate Studies

Applying for Admission

Mail the completed application with \$35 fee (non-refundable) to the School of Graduate Studies. Checks or money orders are payable to *Bloomsburg University*. The application should be in the mail at least six weeks prior to the requested date of admission in order to insure time for processing.

Non-degree/Act 48

Non-degree status is for students who do not plan to pursue a master's degree through Bloomsburg University or for students taking Act 48 credits. No more than twelve graduate credits taken in non-degree status will apply to a degree program. ***You are not eligible for financial aid or a graduate assistantship as a non-degree student.***

Transcripts/Supporting Documents

Please request each college or university that you have attended to forward an official transcript. (Graduates of Bloomsburg University do not need to submit BU transcripts). These must be sent directly from the institution you attended (faxes not accepted). ***Transcripts and all supporting documents should be sent to the Graduate Admissions, Bloomsburg University, 400 East Second Street, 161 A&A Building, Bloomsburg, PA 17815.***

For More Information

Contact the Graduate Studies Office at (570) 389-4015, or email gradadmissions@bloomu.edu for any questions. You can also access our website at www.bloomu.edu/gradschool for the most up-to-date and important information, including policies affecting graduate students. The Graduate Admissions office is located in the Arts and Administration Building, Room 161.

COUNTY CODES

01 – Adams	15 – Chester	29 – Fulton	43 – Mercer	57 – Sullivan
02 – Allegheny	16 – Clarion	30 – Greene	44 – Mifflin	58 – Susquehanna
03 – Armstrong	17 – Clearfield	31 – Huntingdon	45 – Monroe	59 – Tioga
04 – Beaver	18 – Clinton	32 – Indiana	46 – Montgomery	60 – Union
05 – Bedford	19 – Columbia	33 – Jefferson	47 – Montour	61 – Venango
06 – Berks	20 – Crawford	34 – Juniata	48 – Northampton	62 – Warren
07 – Blair	21 – Cumberland	35 – Lackawanna	49 – Northumberland	63 – Washington
08 – Bradford	22 – Dauphin	36 – Lancaster	50 – Perry	64 – Wayne
09 – Bucks	23 – Delaware	37 – Lawrence	51 – Philadelphia	65 – Westmoreland
10 – Butler	24 – Elk	38 – Lebanon	52 – Pike	66 – Wyoming
11 – Cambria	25 – Erie	39 – Lehigh	53 – Potter	67 – York
12 – Cameron	26 – Fayette	40 – Luzerne	54 – Schuylkill	
13 – Carbon	27 – Forest	41 – Lycoming	55 – Snyder	98 – Foreign
14 – Centre	28 – Franklin	42 – McKean	56 – Somerset	99 – Out-of-State

School of Graduate Studies
BLOOMSBURG UNIVERSITY OF PENNSYLVANIA

APPLICATION FOR NON-DEGREE/ACT 48 ADMISSION TO GRADUATE STUDIES

Submit this form with your \$35 (non-refundable) application fee (payable to *Bloomsburg University*) to the Office of Graduate Admissions. All supporting documents must also be sent to the Office of Graduate Admissions (please read Instructions Page). Submission of this application does not guarantee admission to Graduate School. A final decision will not be made until all pertinent materials have been received in the Office of Graduate Admissions.

1. Social Security Number: _____
2. Term applying for: _____
Fall 20____
Winter 20____
Spring 20____
Summer 20____
3. Name: _____
Last First Middle Maiden
4. Present Address: _____
No. and Street City State County Code Zip Code
Present Phone No. (area code) _____ Present address effective until _____
Present email Address: _____
5. Permanent Address: _____
No. and Street City State County Code Zip Code
Permanent Phone No. (area code) _____ Daytime Phone No. _____
Email Address: _____
6. Country of citizenship: _____ 7. Are you a U.S. citizen or permanent resident? _____ Yes _____ No
(International students must complete a separate application)
Are you a Pennsylvania resident? _____ Yes _____ No
8. Date of Birth _____ 9. I am applying for: _____ Full-time _____ Part-time
Month/Day/Year
10. Gender: _____ Male _____ Female
11. _____ Non-Degree (12 credit maximum) - check only if you do not intend to pursue a degree at Bloomsburg University
• Special permission may be requested through the Dean of Graduate Studies to exceed the 12 credit maximum.
12. _____ Pursuing credits to fulfill Act 48 requirements only and do not intend to pursue a degree
13. Undergraduate major: _____ minor, if any: _____
14. Have you ever taken graduate-level courses through Bloomsburg University? _____ If so, when? _____
15. Are you a Faculty or Staff member at Bloomsburg University? _____ Yes _____ No
16. Do you possess a current teaching certificate? _____
17. If you are enrolled in one of our off-campus sites, please indicate location: _____

18. Bloomsburg University is required to collect and report information pertaining to ethnic backgrounds of applicants.

This information will not affect the admission decision rendered on your application. Please check the space that applies to you:

What is your ethnicity? ☐ Hispanic or Latino ☐ Not Hispanic or Latino

What is your race? Mark one or more races to indicate what you consider yourself to be:

- ☐ White ☐ Black or African American ☐ Asian
☐ American Indian or Alaska Native ☐ Native Hawaiian or other Pacific Islander

19. EDUCATIONAL / PROFESSIONAL BACKGROUND

List below the colleges or universities you have attended at the undergraduate or graduate level. You are required to have complete and official transcripts of all course work forwarded directly to the School of Graduate Studies from each college or university previously attended (BU students do not need to submit BU transcripts):

Degree received	Institution	Date awarded	Location	Dates of attendance

Name and Address of Employer	From	To	Position Held or Subjects Taught

Please check: ☐ I have requested ☐ I shall request . . . that all official transcripts be forwarded (BU students excluded)

If transcript will appear under another name, please indicate name here: _____

I certify that the information that I have given on this application is complete and true to the best of my knowledge. I agree that if I am accepted for admission, I shall comply with all of the rules and regulations of the university which may be in effect or which shall be put into effect while I am a student.

Signature

Date

Bloomsburg University is committed to providing equal educational and employment opportunities for all persons without regard to race, color, religion, sex, age, national origin, ancestry, life style, sexual orientation, disabilities, Vietnam era veteran status, or union membership. The university is additionally committed to affirmative action and will take positive steps to provide such educational and employment opportunities.