

NON-DEGREE SEEKING STUDENT

UNIVERSITY OF SOUTH FLORIDA 2016-2017 UNDERGRADUATE CATALOG

Non-degree seeking student enrollment is on a space-available basis and has been established for those individuals who, while not desirous of earning a degree, would like to enroll in all levels of university courses. Teachers needing to take courses for certification purposes, high school students (with the permission of their respective guidance counselor), individuals desirous of taking courses for self-enrichment, and senior citizens are examples of those eligible to utilize this enrollment method. Senior citizens only are absolved from paying the \$30 non-refundable application processing fee.

Former USF undergraduate degree-seeking students may only enroll as non-degree seeking students if they have completed their previous degree program or earned an equivalent degree at another institution. Should the latter be the case, an official transcript (reflecting the degree) from that institution must be sent to the USF Office of the Registrar (Attention: Registration and Records Area) prior to registration.

Applicants denied undergraduate admission to USF as degree-seeking students will not be permitted to enroll as non-degree-seeking students, unless the degree-seeking admission denial was more than five years prior to the application to be a non-degree seeking student. In this case, the hold will be overridden to allow a potential non-degree seeking student. Any applicant denied undergraduate, degree-seeking admission who currently attends a Florida State University System institution, will have the hold overridden, providing an approved transient application from the current Florida State University System institution is received by USF.

Performance in courses taken in this category will not qualify an applicant for admission as a degree-seeking student. Similarly, courses taken as a non-degree-seeking student will not be utilized in determining an applicant's grade point average for purposes of admission.

A non-degree-seeking student who has been dismissed from USF is not eligible for admission to USF as a degree-seeking student at the undergraduate level and may not petition using the ARC Reinstatement process. If extenuating circumstances contributed to the academic dismissal and the student meets other admissions requirements, a request for waiver of this rule may be submitted to the Faculty Committee on Student Admissions. This rule does not apply to a student who has earned a degree from a regionally accredited institution subsequent to academic dismissal.

Individuals enrolling as non-degree seeking students who plan to make formal degree-seeking application to the University may not apply more than 14 semester hours toward an undergraduate degree unless enrolled in a Pathways program offered through INTO USF or other approved program. Students earning a second baccalaureate degree or enrolling in an approved program may request an exception for transfer of additional USF non-degree credit hours through the Dean's Office in the Office of Undergraduate Studies.

Non-degree seeking students who have not enrolled in USF within three terms of admission must file another non-degree application and pay another non-refundable application fee when applying for readmission.

Non-degree-seeking students are subject to the same academic policies as undergraduate degree-seeking students and must adhere to deadline dates published in the University Catalog. Non-degree seeking students are not eligible to receive University honors or participate in the USF/Florida College System cross-registration program. Non-degree-seeking students also are not eligible to live in University housing or receive financial aid. Non-degree seeking students are subject to the academic probation and dismissal policy listed in this catalog. Non-degree seeking students who are academically dismissed from the University may appeal to the Academic Regulations Committee (ARC) through the ARC representative for Transitional Advising Center (TRAC) to return. Potential non-degree seeking students should also refer to the section of the catalog of the college(s) offering the course(s) of interest to them to determine whether any special college requirements exist which must be met prior to enrolling.