

# CONTINUING NON DEGREE PROGRAM



The University Graduate School  
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## AGREEMENT

The University Graduate School (UGS) offers the Continuing Nondegree (CND) Program for those holding baccalaureate degrees who wish to take courses at Indiana University Bloomington. *Applicants should not be currently admitted to a department or an IU degree program.*

UGS handles the applications, admissions and record keeping. If you later wish to pursue a graduate degree at IU, you must formally apply for admission to a degree program, petition to have selected courses already taken count toward the degree, and be bound by the time limitation for the degree; consult the University Graduate School Bulletin at <http://bulletins.iu.edu/iub/>

UGS requires that while in the CND Program students have:

- no less than a 3.0 cumulative GPA;
- no more than 18 credit hours accumulated per subject area;
- no more than two incompletes;
- no more than 12 credit hours in one semester.

**Fee structure:** The graduate tuition rate will be charged for courses taken for credit whether they are at the graduate- or undergraduate-level; see <https://bursar.indiana.edu/> for current fees.

If you plan to enroll in all undergraduate non-degree courses, you can enroll through University Division, Maxwell Hall 028, 750 E. Kirkwood Ave, Bloomington, IN 47405, (812) 855-7797, [udivrec@indiana.edu](mailto:udivrec@indiana.edu), in order to obtain undergraduate tuition rates.

**Code of Ethics:** As do all IU students, all CND students must abide by the Code of Student Rights, Responsibilities, and Conduct at <http://studentcode.iu.edu/> and the Registrar's policies and deadlines found at <http://registrar.indiana.edu/> If taking classes as a CND student in a School other than UGS, the CND student is also subject to the policies of that School.

For each course you wish to take:

- Use the **Course Enrollment Request Form** to obtain written permission to enroll prior to registration from both the course instructor and the chairperson of the department offering the course.
- At least two weeks before the scheduled CND registration day, return the completed and signed course form(s) to **Wells Library, 1320 E. 10<sup>th</sup> Street, Room E546** to obtain permission to register.

UGS reserves the right to:

- cancel a student's registration in a course if the enrollment quota is filled by departmentally affiliated students;
- cancel a student's registration in the event of unauthorized course enrollment (if signed Course Enrollment Request Form is not submitted for each enrolled course);
- assign enrollment priorities among CND students if some of them must be denied enrollment in a particular course due to an enrollment quota; and
- modify the provisions of the CND Program.

**I have read the above statement and accept the terms of enrollment as a Continuing Nondegree student.**

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**Signature of student (required)**

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**Date**