Students seeking to enroll in courses through the Visiting Non-Degree program must have completed an undergraduate degree from an accredited institution with a GPA of 3.0 or higher. Students will be able to register for a lifetime maximum of 9 credits in visiting non-degree status in a single academic program. Only graduate-level courses numbered 350 or higher are eligible for this program. For a full explanation relevant requirements, policies, and procedures, see the Visiting Non-Degree Status [website](https://scs.georgetown.edu/departments/8/visiting-non-degree-status). Completion of this form does not indicate acceptance or admission into any Georgetown academic program.

**Personal Information**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name (first, middle, last): | | | | Date of Birth: | | Gender: |
| Permanent Home Address: | | | | | | |
| City: | State: | Zip: | | | Country of Citizenship: | |
| Email Address: | | Former Name(s): | | | | |
| Primary Telephone: | | Secondary Telephone: | | | | |
| Country of Residency: | | | | | | |
| Georgetown NetID if applicable (ex: abc123): | | | GU ID if applicable (9 digits): | | | |

**Required Supplemental Documentation – Please indicate that you are sending the following documents, if applicable:**

🞏 Official undergraduate transcript showing degree, conferral date, and minimum cumulative GPA of 3.00

🞏 Official Graduate transcript (if applicable) showing minimum cumulative GPA of 3.00

🞏 TOEFL scores (if applicable) with a **minimum score of 600 (paper-based test), 250 (computer-based test) or 100 (iBT)**

🞏 International transcript evaluation (if applicable) by either the World Education Services (wes.org) or the Educational Credential Evaluators (ece.org)

Have you been denied admission to a graduate-level program at Georgetown University? ( ) Yes ( ) No

Have you ever been suspended, dismissed, or received a leave of absence from GU or any other institution of higher education for any reason? ( ) Yes ( ) No If yes, please attach an explanation.

Have you ever been convicted of a crime? ( ) Yes ( ) No If yes, have you been convicted of a ( ) Misdemeanor or a ( ) Felony?

If yes, please attach an explanation.

**Requested Course** (Example: GOVT-400-01; one course per form)

\_\_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_, Credits: \_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Required Signatures –** Signature indicates registrant’s agreement to all terms, conditions, policies, and procedures of this program and Georgetown University. All signatures must be present and legible or request for registration cannot be considered for review. Electronic signatures accepted. Please email to **visitingndgd@georgetown.edu**.

Registrant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

Faculty Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

Dept. Chair Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

\*Dept. Chair can sign in place of the Faculty member.

Check this box if you give permission for the student to be registered in advance of the add/drop deadline.

SCS Representative Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_