



Queens College

City University of New York
Office of Graduate Admissions

65 - 30 Kissena Boulevard • Flushing, New York 11367 - 1597
Tel: (718) 997 – 5200 • Fax: (718) 997 – 5193 • <http://www.qc.edu/gadm/>

GRADUATE NON-MATRICULANT APPLICATION

Filing Instructions and General Information:

1. A non-refundable \$125 application fee (check or money order), made payable to Queens College, must accompany this application. Students who are currently enrolled as graduate students in another branch of CUNY are not required to pay this fee, but proof of current registration is required.
2. Admission is limited to those applicants who have a bachelor's degree and meet all course prerequisites. Proof of Bachelor's degree (photocopy of diploma or student copy of final transcript) must be submitted with your application. Students without a prior master's degree may not register for more than twelve (12) credits as a non-matriculant.
3. Students are responsible for determining their course eligibility by contacting the appropriate departmental graduate adviser/representative. **This application must be signed by the departmental adviser/representative before it can be processed.** Approval for admission as a non-matriculant does not guarantee that applicants will be registered in the course(s) they have selected, nor does it guarantee acceptance for matriculation should students later apply for that status.
4. Individuals whose native language is not English and whose post-secondary education was not in English are required to take the Test of English as a foreign Language (TOEFL). **TOEFL is also required of applicants from the following countries:** Bangladesh, Hong Kong, India, Pakistan, The Philippines, South Africa, and Puerto Rico.
5. The City University of new York reserves the right, because of changing conditions, to make modification of any nature in the academic programs and requirements of the university and its constituent colleges without advance notice. Tuition/fees are similarly subject to change by the CUNY Board of Trustees. The University regrets any inconvenience this may cause.
6. Queens college requires that all students comply with New York State Public Health Law #2165: All college students born on or after January 1, 1957 must present proof of immunity against Measles, Mumps, and Rubella. Please have the attached form filled out by your physician and return it to the Queens College Health Service center, Fitzgerald 204, 65-30 Kissena Blvd., Flushing NY 11367-1597.
7. **Students who require an I-20 form are NOT ELIGIBLE to file this application.**
8. **Filing dates:**

SEMESTER	Filing Date
Fall	August 15
Spring	January 15
Summer Session I	May 15
Summer Session II	June 15

GRADUATE NON-MATRICULANT APPLICATION

Application For: Fall Spring Summer Session I/II Year 20_____

Name of applicant: Mr. Ms. _____
Last (family name) First (given name) Middle

Any prior last name used: _____

Social Security or ID #: _____ - _____ - _____ Gender: Male Female Date of birth: _____
Month/Day/Year

Permanent Address: _____
House # Street Ap.t#

City County State Zip code Country

Telephone: Day (_____) _____ Evening (_____) _____
Area code Area code

E-mail address: _____ Portfolio URL: _____

Length of time at the above address: _____ Length of time in New York State: _____
Years Months Years Months

Country of Birth: _____ Are You a U.S. citizen? Yes No (please indicate status below)

Immigration status: Permanent resident _____
Alien Registration # Date of entry on card

Visa _____
Specify type Date obtained Expiration date

Have you taken graduate courses at Queens College? Yes No

In what department are you planning to take classes? _____

Note: Department approval is required for non-matriculated admission. Please have this form signed by the appropriate departmental advisor/representative.

Signature of Graduate Advisor/Representative Print Name Date

Academic Record: Please report names of institutions and dates degrees were conferred

Bachelor's degree from _____

Master's degree from _____

Ph.D. degree from _____

Other degree (specify) from _____

Certification: The statements made in this application are true and complete to the best of my knowledge and belief.

Signature _____ Date _____

Queens College of the City University of new York does not discriminate on the basis of age, sex, color, creed, national origin, physical or mental disability, sexual orientation marital status, alienage, or citizenship status, or veteran's status, the college will comply with Title IX of the Educational Amendments Act of 1972, which protects persons from discrimination on the basis of sex in the operation of its educational programs or activities, inquiries should be directed to the Affirmative Action Coordinator, Kiely Hall, Queens College, Flushing, NY 11367-1597

..... **FOR OFFICE USE ONLY - DO NOT WRITE IN THIS SPACE**

Division Billing Adm. code Group FINTP RESDE "ON LINE"

Optional Personal Section

Responses to questions in this section are voluntary and have no bearing on either admission or academic decisions. The information will be used to meet research and federal reporting requirements.

1. Which category describes you best?

(1) White, non-Hispanic; (2) Black, non-Hispanic; (4) Hispanic; (5) Asian or Pacific Islander;

(6) American Indian or Alaskan Native; Other (specify) _____

2. From what country did you or your family originally come? (Check the box next to the country with which you most closely identify.)

- | | | |
|--|---|---|
| <input type="checkbox"/> (032) China Mainland | <input type="checkbox"/> (139) South Africa | <input type="checkbox"/> (153) Trinidad |
| <input type="checkbox"/> (148) China -Taiwan | <input type="checkbox"/> (033) Colombia | <input type="checkbox"/> (160) England/Scotland/Wales |
| <input type="checkbox"/> (170) Hong Kong | <input type="checkbox"/> (038) Cuba | <input type="checkbox"/> (056) Germany |
| <input type="checkbox"/> (083) Korea | <input type="checkbox"/> (045) Dominican Republic | <input type="checkbox"/> (060) Greece |
| <input type="checkbox"/> (070) India | <input type="checkbox"/> (046) Ecuador | <input type="checkbox"/> (074) Ireland |
| <input type="checkbox"/> (150) Thailand | <input type="checkbox"/> (065) Guyana | <input type="checkbox"/> (076) Italy |
| <input type="checkbox"/> (178) Vietnam | <input type="checkbox"/> (066) Haiti | <input type="checkbox"/> (122) Poland |
| <input type="checkbox"/> (121) The Philippines | <input type="checkbox"/> (077) Jamaica | <input type="checkbox"/> (158) Russia |
| <input type="checkbox"/> (075) Israel | <input type="checkbox"/> (117) Panama | <input type="checkbox"/> Other, specify _____ |
| <input type="checkbox"/> (113) Nigeria | <input type="checkbox"/> (185) Puerto Rico | |

3. Where were you and each of your parents born?

	You	Mother	Father
Born in the United States excluding Puerto Rico or U.S. Territories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Born in Puerto Rico or U.S. Territories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Born outside the United States	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Are you a United States citizen? Yes No (please complete next line)

Country of birth: _____ Country of citizenship: _____

5. Do you speak a language other than English at home? Yes No

If yes, with which language do you feel most comfortable?

English Language other than English Equally comfortable with both

LIST OF GRADUATE PROGRAMS, OFFICES, TELEPHONES, BUILDING & ROOM LOCATIONS

Program* or Office	Phone - Area Code (718)	Location
Accounting	997-5070	Temp 2, Room 129
Applied Behavior Analysis	997-3216	Science Bldg. A321
Applied Linguistics	997-2870	Kissena Hall 347
Art History	997-4803	Klapper Hall 169
Art-Studio	997-4800	Klapper Hall 172
Biology	997-3400	Science Building D346
Bursar	997-4500	Jefferson Hall 200
Chemistry & Biochemistry	997-4100	Remsen Hall 206
Computer Science	997-3500	Science Building A202
Counselor Education	997-5240	Modular Bldg. 3, Rm. 320
Elementary Education-Bilingual Education	997-5304	Modular Bldg. 3, Rm. 443
Elementary/Early Childhood Education	997-5304	Modular Bldg. 3, Rm. 440
English-Creative Writing/Literature	997-4600	Klapper Hall 607
Financial Aid	997-5100	Jefferson Hall 202
French	997-5660	King Hall 207
Geology	997-3300	Science Building D204
Graduate Admissions	997-5200	Jefferson Hall Room 105
History	997-5350	Razaran Hall 360
International Student Services	997-4440	B Building 211
Italian	997-5660	Kiely Hall 207
Liberal Studies	997-5372	Razaran Hall 367
Library Science-Librarianship Post-Master's Certificate	997-3790	Rosenthal Library 254
Library Science-Public Librarianship	997-3790	Rosenthal Library 254
Library Science-School Media Specialist	997-3790	Rosenthal Library 254
Literacy Education	997-5240	Modular Bldg. 3, Room 320
Mathematics	997-5800	Kiely Hall 139
Music	997-3800	Music Building 203
Nutrition & Exercise Sciences	997-2710	FitzGerald Gym 203
Physics	997-3350	Science Building B334
Psychology	997-3200	Science Building E318
Registrar	997-4400	Jefferson Hall 100
School Administration & Supervision	997-5240	Modular Bldg. 3, Room 320
School Psychology	997-5230	Modular Bldg. 3, Room 320
Secondary Ed.-Art	997-5150	Klapper Hall 310
Secondary Ed.-English	997-5150	Klapper Hall 310
Secondary Ed.-Family & consumer Sciences/Nutrition	997-4475	Remsen Hall 306A
Secondary Ed.-French	997-5660	Klapper Hall 310
Secondary Ed. - General Science (Biology, Chemistry, Earth Science, Physics)	997-5150	Klapper Hall 310
Secondary Ed.-Italian	997-5660	Klapper Hall 310
Secondary Ed.-Mathematics	997-5150	Klapper Hall 310
Secondary Ed.-Music	997-3850	Music Bldg. 203
Secondary Ed.-Physical Education/Exercise Physiology	997-2710	FitzGerald Gym 203
Secondary Ed.-Social Studies	997-5150	Klapper Hall 310
Secondary Ed.-Spanish	997-5660	Klapper Hall 310
Social Science	997-5130	Temp. 3, Rm. 6
Sociology	997-2800	Kissena Hall 255
Spanish	997-5660	Kiely Hall 243
Special Education	997-5240	Modular Building. 3, Rm. 320
Speech Pathology	997-2870	Gertz Building
Teaching English to Speakers of Other Languages	997-2870	Kissena Hall 347
Urban Affairs	997-5130	Temp. 3, Rm. 6

* If you have questions or need additional information, call the department and ask for the Graduate Adviser.

(Rev. 03/03)