Non-matriculated Student Enrollment & Incoming Compliance Requirements

Domain/Division:	**Academic / Program Administration**	**Index**	**20-06.07**
Responsible Unit(s):	**Academic Council**	**Page:**	1 of 2
		Attachments:	0

Authorization Date: **9-19-1984**

☐ **If checked, policy requires Faculty Assembly Approval. Most recent approval date: _____**

Review History: Includes Effective Date, Review and Revision History:
05/04/95: Revised
10/02: Reviewed by Academic Affairs
06/07: Revised by Office of Academic Affairs & SON Graduate Program Staff
12/10/07 Reviewed by Academic Council
12/10/2007: Approved by Academic Council
2/20/2008: Sent to SON Council Subcommittee on Policy for Review & Approval
3/7/2008: Sent to SON community for comment. No comments received.
3/25/2008: Policy updates effective
11/23/2015: Reviewed and approved at Academic Council - Remove compliance information and refer 50-01.15. Remove reference to dates related to insurance waivers.

1.0 POLICY STATEMENT

Non-degree students may not enroll in any undergraduate courses (100-499). Selected graduate level courses (500-799) allow non-degree student enrollment with permission of the faculty of record and on a space available basis. Non-degree students are not eligible to register or participate in clinical courses.

In order to be eligible for non-degree enrollment in graduate courses, students must hold a bachelor degree from an accredited school. Students with degrees from foreign colleges or universities must have a bachelor-level degree from a school accredited by the appropriate agency in that country. Non-degree students must have successfully completed any required prerequisites for the course they wish to take in order to enroll.

There is no maximum number of credits student can take as a non-matriculation student; however, students may only transfer 9 credit hours of non-degree course work into an OHSU School of Nursing graduate degree program[1]. There is no commitment that non-degree courses will apply toward a graduate degree or that successful completion of courses in a non-degree status qualifies a student for admission.

See policy 50-01.15 for complete information on required compliance requirements for non-degree students.

[1] Students may transfer up to 12 credits into the MPH. However, those may not be for MPH core courses.

2.0 DEFINITIONS

Non-degree: An enrollment status for students that have not been admitted to a SON degree or certificate program

3.0 RESPONSIBILITIES

Policy and related implementing procedures are the responsibility of the School or Nursing Sr. Associate Dean for Academic Affairs.

4.0 PROCEDURES

Upon acceptance to any OHSU School of Nursing academic program, accepted applicants shall receive a compliance and immunization checklist from the School of Nursing Office of Academic Affair. Non-compliance issues will be handled at the discretion of the Sr. Associate Dean for Student Affairs and Diversity.

5.0 RELATED POLICIES

OHSU Policies:

- Standards for Admission (OHSU 02-01.001)

SON Policies:

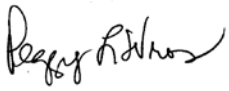
- Admission, Progression, Probation, & Dismissal Standards (SON 20-04.13),

SIGNATURE PAGE:

Official signed copies stored in the OHSU School of Nursing Office of Academic Affairs

Date12/7/15

Linda Brown Renee' Menkens Deb Messecar
Co-Chairs of Academic Council School of Nursing



Date: 12/8/15

Peggy Wros, Sr. Associate Dean for Student Affairs & Diversity
School of Nursing

Date: 12/21/15

Susan Bakewell-Sachs, Dean