

NON-DEGREE STUDENTS

There are several categories of Non-Degree Seeking Students at UNK. Non-degree courses can be taken for enrichment or to meet pre-acceptance requirements for entry into a graduate degree program. Up to 12 credit hours can be transferred to a degree granting program from non-degree seeking coursework. Students admitted for the first time thru the Graduate Admissions Office at UNK or who have not taken courses as a graduate-level student within the last two years, are required to pay an application fee. To apply, go to www.unk.edu/admissions/apply.php (<http://www.unk.edu/admissions/apply.php>).

If a student decides to pursue a graduate degree at UNK in the future, it is important to understand the university regulations about non-degree coursework. The following provides a description about non-degree graduate study at UNK:

- Certain courses may require permission from the instructor prior to registration.
- Non-degree seeking students are not permitted to take certain graduate level courses.
- Non-degree seeking students are not eligible to receive Federal Financial Aid.
- Graduate programs are under no obligation to accept non-degree coursework should a student decide to pursue a graduate degree at a later date. Students in non-degree status interested in pursuing a degree program may want to contact the department or confirm the coursework completed is listed on the approved program of study before registering.
- While graduate programs may allow some non-degree courses to count toward a degree, no more than 12 credit hours will be accepted.
- An official transcript from the institution awarding the bachelor's degree is required for unconditional admission. NU transcripts (UNO, UNL, UNMC and UNK) are obtained internally unless an academic or financial hold is on the account. By virtue of submitting an application, the applicant is providing consent for internal access to these academic records. Transcripts should be sent to the following address: Graduate Admissions, WRNH 2131 - 2504 9th Avenue, University of Nebraska at Kearney, Kearney, NE 68849 or electronically emailed from the institution to gradstudies@unk.edu.

Students with a Bachelor's Degree Now Seeking Initial Certification

Students who have a bachelor's degree in an area outside of the education field and would now like to teach, would apply to UNK thru the graduate college and choose 'initial certification' as their plan/major.

- Students seeking initial certification are eligible for federal financial aid.
- Students will work with the Educator Certification Office on the UNK campus to determine what course work is required to complete to fulfill the State Department of Education requirements for initial certification in their field. Contact the Educator Certification Office at (308) 865-8264 or via email at eco@unk.edu.
- Initial certification students submit official transcripts from ALL previously attended institutions. Although, only the bachelor transcript is required at the time of admission. NU transcripts (UNO, UNL, UNMC and UNK) are obtained internally unless an academic or financial hold is on the account. By virtue of submitting an

application, the applicant is providing consent for internal access to these academic records. Send transcripts to the following address: Graduate Admissions, WRNH 2131 - 2504 9th Avenue, University of Nebraska at Kearney, Kearney, NE 68849 or electronically emailed from the institution to gradstudies@unk.edu.

See the Post-Baccalaureate Transitional Certification Program information (<http://catalog.unk.edu/catalog-archive/2019-2020/graduate/departments/teacher-education/post-baccalaureate-transitional-certification-program>) for more information.

Students Seeking an Additional Education Endorsement

Students who have a bachelor's degree in Education and would now like to add an additional endorsement to their current certification would apply to UNK thru the graduate college and choose 'additional endorsement' as their plan/major.

- Students will work with the Educator Certification Office on the UNK campus to determine what course work is required to complete, to fulfill the State Department of Education requirements for the additional endorsement. Contact the Educator Certification Office at (308) 865-8264 or via email at eco@unk.edu.
- Endorsement students must submit official transcripts from ALL previously attended institutions. Although, only the bachelor transcript is required at the time of admission. NU transcripts (UNO, UNL, UNMC and UNK) are obtained internally unless an academic or financial hold is on the account. By virtue of submitting an application, the applicant is providing consent for internal access to these academic records. Transcripts are sent to the following address: Graduate Admissions, WRNH 2131 - 2504 9th Avenue, University of Nebraska at Kearney, Kearney, NE 68849 or electronically emailed from the institution to gradstudies@unk.edu.

Pre-MBA Students

Students interested in pursuing an MBA may attend UNK as a Pre-MBA student to complete undergraduate pre-requisites or to complete competency hours prior to being admitted into the MBA program.

- Official transcripts from ALL previously attended institutions are required at the time of admission. NU transcripts (UNO, UNL, UNMC and UNK) are obtained internally unless an academic or financial hold is on the account. By virtue of submitting an application, the applicant is providing consent for internal access to these academic records. Send transcripts to the following address: Graduate Admissions, WRNH 2131 - 2504 9th Avenue, University of Nebraska at Kearney, Kearney, NE 68849 or electronically emailed from the institution to gradstudies@unk.edu.
- Students will work with the MBA office on the UNK campus to determine what course work is required. Contact the MBA office at (308) 865-8346 or at mbaoffice@unk.edu.

Students Seeking a Second Bachelor's Degree or Pre-SLP

Students interested in seeking a second bachelor's degree or taking Pre-Speech/Language Pathology courses should be admitted through the Undergraduate Admissions Office.