ES and CSHPE: DEPARTMENTAL NON-CANDIDATE FOR DEGREE STATUS APPLICATION CHECKLIST

Educational Studies (ES) and the Center for the Study of Higher and Postsecondary Education (CSHPE) Checklist

ELIGIBILITY
Students interested in a specific field may seek admission into a department for one or two terms, after which they may apply for regular admission. Please contact the instructors of the courses for permission to take the course, prior to submitting your application. Those interested in taking one to two courses for professional development should complete the Rackham Unclassified Non-Candidate for Degree (NCFD) application. Contact Jacquelyn Green, recruitment and admissions manager in the Office of Student Affairs, 734.764.3578, ask.soe@umich.edu for assistance in applying for NCFD status. Courses elected at this level do not automatically count towards a graduate degree (MA/PhD) program.

NOTE: International students (with student visas) seeking departmental NCFD status must be enrolled full time. Unclassified NCFD status is not available to international students with student visas.

Applicants must submit the following materials ONLINE:

____ Online Rackham Graduate Program Application: www.rackham.umich.edu/admissions/apply_now/
____ Admissions Conduct Code Form
____ Application Fee and Payment of Application Fee Form
____ Statement of Purpose
For writing guidelines visit www.rackham.umich.edu
____ Personal Statement
For writing guidelines visit www.rackham.umich.edu
____ 1 letter of recommendation
____ 1-2 page resume

Applicants must submit the following materials to the RACKHAM GRADUATE SCHOOL:

____ 1 official copy of all degree-conferred transcripts sent to:
Rackham Graduate School
Attn: Transcripts/U-M ID# (if known) or Date of Birth (mm/dd/yy)
915 E Washington Street
Ann Arbor, MI 48109-1070

Note: When filling out the online Rackham application for the Educational Studies Non-Candidate for Degree (NCFD) status, use the following information:
• Proposed Program of Study: Educational Studies Non-Degree
• Program Code: 01953
• Subplan: Subplan not required

Note: When filling out the online Rackham application for the Center for Higher and Postsecondary Education (CSHPE) Non-Candidate for Degree (NCFD) status, use the following information:
• Proposed Program of Study: Higher Education Non-Degree
• Program Code: 01956
• Subplan: Subplan not required