Special Status Undergraduate Student

Request to take a Class (Non Matriculating Program)

Program Type: ☐ Traditional Undergraduate ☐ Adult Baccalaureate Degree Program (ABD)

Year ________

☐ Fall Semester ☐ Spring Semester ☐ Summer Semester

☐ Term 1 ☐ Term 2 ☐ Term 3 ☐ Term 4 ☐ Term 5 ☐ Term 6

Please answer the following questions:

1. Do you have an application to HNU pending? ☐ Yes ☐ No
2. Do you plan on applying to HNU? ☐ Yes ☐ No
3. Have you attended HNU before? ☐ Yes ☐ No
4. Are you enrolled at another university? ☐ Yes ☐ No

Reason for attending HNU as a Special Status Student:

Course(s) to be taken

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<th>Dept.</th>
<th>Number</th>
<th>Section</th>
<th>Title</th>
<th>Units</th>
<th>Instructor</th>
<th>Grade Type</th>
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Tuition and Fees: Course numbers below 200 are billed at the Adult Undergraduate rate. Course numbers 200 and above are billed at the Graduate rate. Campus fee is mandatory. Search for: “tuition and fees” online at www.hnu.edu for current rates.

Return the completed form, the signed statement of understanding, and full payment in certified funds (official bank check, money order, or cashier’s check) to:

Holy Names University, Office of Admissions
3500 Mountain Boulevard • Oakland, CA 94619
admissions@hnu.edu • 510-436-1325 (fax)

*Permission to enroll as a non-matriculating special status student does not guarantee acceptance into the university
Holy Names University Policy on Special Status Undergraduate Students (Traditional and Adult Degree Completion)

Please sign statement of understanding below:

The University permits qualified undergraduate students who have not formally matriculated into the University to enroll in classes as special-status students with this permit.

Permission to enroll as a special-status student does not guarantee acceptance into the University. The Registrar’s Office must approve the enrollment and will be allowed as space permits.

Undergraduate special-status students must apply for admission before accumulating more than 12 units of credit from Holy Names University.

Special-status students receiving a D or F or a cumulative grade point average below 2.0 may be academically disqualified from taking other courses at Holy Names University.

If a student has been denied admission to Holy Names University, a student is ineligible to take classes in the Special Status Undergraduate program. Financial aid is not available to students in this status.

Student Signature: _____________________________________________

Date: _____/_______/_______

Approval: ☐ YES ☐ NO

Academic Advisor/Dept. Chair: ____________________ Date: ____/_____/_____

Registrar: ___________________________ Date: ____/_____/_____

Notes: _____________________________________________________________________
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