



## **Application Information Domestic and International Students GRADUATE NONDEGREE STUDY**

### **GRADUATE NONDEGREE STATUS**

Graduate Nondegree (GND) students are admitted to the university-at-large, not to a specific degree-granting program. However, graduate nondegree students should contact specific graduate programs to be sure that courses will be available.

Students in this status take graduate level coursework for personal enrichment, professional development, certification, or to familiarize themselves with the rigors of a graduate program before applying to a degree program. Graduate Nondegree (GND) status is also appropriate for students actively pursuing a graduate degree at another college or university, and who wish to transfer graduate credit back to that institution.

**Admission Criteria** – You must hold a four-year bachelor’s degree (or higher) from a regionally accredited college or university (or the foreign equivalent) and present a strong academic record that suggests you have the potential for success in graduate-level study. Also, if you are an international applicant and you will need an F-1 or J-1 visa to study in the United States, your ability to be admitted to GND at Ohio State is restricted. Eligibility is extended to those who are enrolled in a graduate program in another U.S. university who wish to study for one quarter as a transient student and transfer the credit back to their home institution and to those enrolled in established exchange programs or special university-sponsored workshops.

### **Restrictions and Policies**

1. Graduate Nondegree admission does not require the approval of a graduate program or department. Students in this status are admitted to the Graduate School-at-large.
2. Admission to Graduate Nondegree status neither guarantees nor implies subsequent admission to a degree program. Students who decide to pursue a graduate degree must complete a separate application for admission.
3. If a Graduate Nondegree student later applies and is admitted to a graduate degree program, no more than 10 hours of graduate credit earned in nondegree status may be counted toward the graduate degree. The Graduate Studies Committee of the degree program to which the student is later admitted determines the number of graduate credit hours that will be counted toward the degree.
4. Graduate Nondegree students may not receive university fellowships or graduate associateships.

Note: Departments may reserve courses for degree-seeking students; a course may be otherwise ‘available’ but not accessible for non-degree students.

### **WHO SHOULD USE THIS APPLICATION AND INSTRUCTIONS?**

Use this application only if you have never before enrolled in the Graduate School (former Ohio State graduate students should contact the Graduate School to find out how to re-enter and register for classes. Prospective international students should consult Graduate Admissions for information and eligibility.

**Would an undergraduate nondegree program (Continuing Education) better serve your needs?** If you do not need graduate credit, enrolling in Continuing Education (CED) might be the better option. Students in CED may take many classes at the 100 through 600 levels and pay the less expensive undergraduate fees. While courses taken through undergraduate CED can satisfy undergraduate **prerequisites** for admission to a graduate or professional program; however, CED courses cannot be used to fulfill requirements for a graduate degree.

## ADMISSION REQUIREMENTS

1. **Submit a completed *Application for Admission: Graduate Nondegree*** located at <https://www.applyweb.com/apply/osu/index.html>.
2. **Application fee** – \$40 for domestic students/\$50 for international due upon submission of application.
3. **Documents** indicating that you have received the equivalent of a four-year bachelor's or higher degree from an accredited institution in the United States. Documents may be submitted directly to the Office of Graduate and Professional Admissions or may be uploaded (in a single file) during the online application process. To meet this requirement you must submit one of the following:
  - A. An official sealed transcript with a statement of degree and date received; or
  - B. A copy of an official diploma with the date the degree was awarded; or
  - C. An unofficial copy of transcript with a statement of degree; orNote: Documents issued in a language other than English should be accompanied by an English translation. WES Evaluation Reports are not acceptable.
4. **Statement of Educational Objectives**, outlining your educational plans (international applicants only). All international GND applicants who are not affiliated with a recognized exchange program must submit a written (1-2 page) statement of educational objectives. This should indicate clearly your reasons for attending Ohio State, your intended courses(s) of study, and your plans once you have completed the GND courses.
5. **Submit recent official TOEFL scores** (Test of English as a Foreign Language) (international applicants only). **The test must have been taken within the last two years.** Minimum required scores are 550 on the paper version; 213 on the computer version; or 79 in the Internet-based version. Alternatively, you may submit scores from the MELAB (Michigan English Language Assessment Battery) or the IELTS (International English Language Testing System). A minimum required MELAB score is 82; IELTS is 70. Note: This requirement does not apply if you hold a four-year bachelor's degree or higher from Australia, Belize, the British Caribbean and British West Indies, Canada (except Quebec), England, Guyana, Ireland, Liberia, New Zealand, Scotland, Wales, and the U.S.
6. **Financial support documents** (international applicants only) if you are requesting a DS-2019 or a J-1 visa or an I-20 for an F-1 visa, see the *Affidavit of Financial Support* for information on Ohio State's costs and the types of financial documents required. **Please note:** the costs listed on the *Affidavit* are the minimums needed to attend Ohio State and to live in Columbus. If you need authorization from Ohio State to arrange for release of additional funds, contact the Office of International Affairs (OIA) upon your arrival at Ohio State.

## INSTRUCTIONS AND DEADLINES

### Application deadlines

Autumn Quarter	Apply by: July 1
Winter Quarter	Apply by: November 1
Spring Quarter	Apply by: February 1
Summer Quarter	Apply by: May 1

## SOURCES FOR INFORMATION ON GRADUATE COURSES

To search for courses, course descriptions and availability, consult the *Master Schedule of Classes and Course Bulletin*: [www.ureg.ohio-state.edu/courses/](http://www.ureg.ohio-state.edu/courses/)

## OFFICES AND CONTACT INFORMATION

### **Graduate School**

247 University Hall, 230 North Oval Mall  
Columbus, OH 43210-1366 Tel: 614-292-6031  
Web: [www.gradsch.ohio-state.edu](http://www.gradsch.ohio-state.edu)

### **Office of Continuing Education**

Department of Credit Programs  
152 Mount Hall, 1050 Carmack Road  
Columbus, OH 43210-1002 Tel: 614-292-8860  
E-mail: [AskCED@gate.ce.ohio-state.edu](mailto:AskCED@gate.ce.ohio-state.edu)  
Web: [www.continuinged.ohio-state.edu](http://www.continuinged.ohio-state.edu)

### **Office of International Affairs**

Oxley Hall 1712 Neil Ave  
Columbus, OH 43210-1237 Tel: 614-292-6101  
Email: [oie@osu.edu](mailto:oie@osu.edu)  
Web: [www.oie.ohio-state.edu](http://www.oie.ohio-state.edu)

### **Student Consolidated Services Center**

Student Academic Services Building, First Floor  
281 West Lane Avenue  
Columbus, OH 43210 Tel: 614-292-0300

### **Graduate Admissions Office**

#### **Regular Mailing Address**

Graduate Admissions Office  
The Ohio State University  
P.O. Box 182083  
Columbus, OH 43218-2083

#### **Express Mailing and Walk-In Address**

Graduate Admissions Office  
The Ohio State University  
Student Academic Services Building, First Floor  
281 West Lane Avenue  
Columbus, OH 43210-1270 USA  
Tel: 614-292-9444  
Web: <http://gradadmissions.osu.edu/nondegree.html>