

Admission How-to-Guide



COLLEGE OF EDUCATION
& HUMAN SERVICES
**CENTER FOR
ADMINISTRATION
& LEADERSHIP**
CENTRAL MICHIGAN UNIVERSITY

Admission Requirements and Application

Non-degree status

The non-degree application is intended for a variety of individuals. Please use this application for any of the following interests: high school dual-enrolled student, a guest student (undergraduate or graduate), a senior citizen auditor, graduate concurrent, personal enrichment, or professional development.

Applicants must have a baccalaureate degree from a regionally accredited U.S. institution, or in the case of degrees from non-U.S. schools, the equivalent from an institution of recognized standing as determined by the graduate dean to be admitted to CMU Graduate Studies.

Three Steps for CMU Non-degree Admission

Step 1: Immediately after completing the CMU/TCL Course Registration form, go to <https://fireup.cmich.edu/register/nondegree> and complete the CMU online application.

- Click on Graduate level. Then select Non-degree
- Select the semester your course begins
- Use your most current email address
- Digitally sign the form at the bottom of the application

Step 2: There is a one-time \$50 application fee. Acceptable forms of payment are credit/debit card or e-check (using checking account and bank routing information).

The review and approval process for Non-degree status may take up to six weeks. You must have graduate admission status at CMU to receive credit for a TCL course. If you are taking more than one TCL course from their current catalog, you only need to complete the CMU admission application once.

Step 3: Submit a Transcript.

- If this is your first course through CMU, you will need to send an unofficial copy of your transcript from the university that issued your last degree.
- If you have previously completed courses through CMU but did not submit a transcript, you will need to send a copy of your official undergraduate transcript to the university. If you have previously sent your official transcript to CMU, then you do not need to send another copy.
- Transcripts can be sent directly to CMU via email or mail.

Email to: transcripts@cmich.edu

Mail to: Central Michigan University
Attn: Transcripts
802 Industrial Drive
Mount Pleasant, MI 48859