

## Application Instructions

### Consider applying online.

Applying online is quick and easy. You can apply anytime, day or night, anywhere you have access to a computer, tablet or mobile device. When you apply online you will have access to your application portal where you can track documents required, upload certain documents, and send letter of recommendation requests electronically.

Visit [neiu.edu/apply](http://neiu.edu/apply)

### General Information for Applicants

1. A non-refundable \$30 application fee is required with the application. Any application received without the application fee will not be processed. **Do not send cash.**
2. The application and all materials, such as official transcripts, test scores, principal letters and immigration documents, are required by the application deadline.
3. Official transcripts and test scores (if applicable) must be in a sealed envelope from the sending institution. Opened transcripts are not considered official.
4. All documents submitted become the property of the University and will not be released to the student or outside party for any reason.
5. If you are a permanent resident, please submit a copy of your permanent resident card. If you have been granted asylum, refugee status, or are adjusting your status, you must submit appropriate documentation from the U.S. Citizenship and Immigration Services office. If you are on a visa or are an exchange applicant, you must submit a copy of your valid, non-expired visa.
6. Applicants who served in the U.S. Armed Forces should submit a copy of form DD-214, copy 4.
7. This application is valid only for the semester for which you are applying. If you do not enroll in that semester, you must either defer your admission to the next semester, or you will need to submit a new application for a future semester. The application term may be changed one time per application, provided the request is made prior to the application deadline. Deferment form is available online at [neiu.edu](http://neiu.edu).

### Admission Requirements

An undergraduate student-at-large (SAL) is an individual who has not completed a bachelor's degree or higher, and does not wish to pursue a degree at Northeastern, but wants to take courses for professional or scholarly reasons, personal enrichment, or to take a few courses before deciding whether to apply to a program.

Undergraduate SALs are not admitted to degree programs and do not qualify for financial aid.

### Application Deadlines

**Fall Semester:** July 15

**Spring Semester:** November 15

**Summer I Semester:** May 15

**Summer II Semester:** June 15

### General Admission Requirements

**Undergraduates:** Although an undergraduate SAL is not required to submit transcripts, it is assumed that you have graduated high school, and if you are taking college courses at another institution, you are in good standing and your cumulative grade point average is 2.0 or higher on a 4.0 scale.

**High School Students:** You may apply as an undergraduate SAL if you are in your junior or senior year. You must submit official high school transcripts, ACT/SAT scores, and a letter of endorsement from your principal indicating their support of your taking college courses at Northeastern. You must have a minimum GPA of 3.0 or higher.

**Exchange students with J visa:** Exchange students with J visa, who have not yet received an undergraduate degree, may apply as an undergraduate SAL. You must submit a copy of your DS-2019, I-94 and copy of your visa.

**International students:** International students on an F visa may apply as an undergraduate SAL for **summer only**. Applicants must submit a copy of their I-20, I-94, visa, and a letter from their Designated School Official (DSO) at their home school giving permission to attend and affirming the home school will take responsibility in making sure the student stays in status.

### Decision and Review Process

Applications are considered complete when the Admissions Office has received all materials, including transcripts, test scores, letters, and/or immigration documents, if required. Applications are reviewed in order based on the date the file is complete. Please read the instructions carefully to avoid processing delays.

### Mail application to:

Northeastern Illinois University  
Admissions Office  
5500 North St. Louis Avenue  
Chicago, IL 60625-4799

### Contacting the Admissions Office

**Telephone:** (773) 442-4050

**Fax:** (773) 442-4020

**Email:** [admrec@neiu.edu](mailto:admrec@neiu.edu)

**Website:** [www.neiu.edu](http://www.neiu.edu)



**Please remember to:**

- Attach \$30 application fee payable to: Northeastern Illinois University
- Sign and date the application
- Verify your email address is correct

## Undergraduate Student-at-Large Admission Application

Please provide your legal first, middle and last name.

Last Name	First Name	Middle Name	Preferred First Name	Previous Last Name
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Permanent Address	City	State (or Country)	Zip or Postal Code
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Mailing Address (if different than permanent)	City	State (or Country)	Zip or Postal Code
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\_\_\_\_ - \_\_\_\_ - \_\_\_\_  
Social Security Number

**Why do we ask for your Social Security Number (SSN)?**

Your SSN is requested pursuant to Public Law 93-579 for the University's system of student records, as well as for compliance with federal and state reporting requirements. A SSN is required if you are applying for financial aid but is not required for admission to the University. Supplying a SSN ensures that you will be able to claim the Hope Tax Credit, if you are eligible, on your federal tax return.

Telephone Number (\_\_\_\_) \_\_\_\_\_ Cell Phone Number (\_\_\_\_) \_\_\_\_\_ May we contact you through cell phone text messaging?  
 Yes  No

Email Address \_\_\_\_\_ Birth Date: Month \_\_\_\_ Day \_\_\_\_ Year \_\_\_\_ Gender:  Male  Female  
 Please print clearly. We will communicate with you via email regarding your application status.

Parent Name _____	Phone (____) _____	Email _____
Parent Address _____		
Emergency Contact _____	Phone (____) _____	Relationship _____

Citizenship:  U.S. Citizen  Visa or International Visa Type \_\_\_\_\_ Expiration \_\_\_\_\_ Country of Citizenship \_\_\_\_\_  
*(Provide Visa information to the right)*

Permanent Resident  Adjustment of Status/Other

Refugee/Asylum  Undocumented

**Optional Information**  
(Does not affect the admission decision)

**Information in this section is being requested so that we may demonstrate compliance with federal requirements. Your response will not affect admission decision.**

Are you Hispanic or Latino/Latina (Person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race?)  Yes  No

Select one or more of the following races:  
 American Indian or Alaskan Native  Asian  Black or African American  Native Hawaiian or other Pacific Islander  White

Do you identify as gay, lesbian, bisexual, transgender or questioning (GLBTQ)?  Yes  No

Have either of your parents/guardians completed a bachelor's degree or higher?  Yes  No

Are you interested in campus housing?  Yes  No

**The application term may be changed one time per application, provided the request is made prior to the start of the original semester.**

Term applying for: <input type="checkbox"/> Fall (check only one)	Year _____	Applicant type: <input type="checkbox"/> Undergraduate Student-At-Large (graduated high school) (check only one)
<input type="checkbox"/> Spring		<input type="checkbox"/> High School Student (current junior or senior in high school)
<input type="checkbox"/> Summer I		<input type="checkbox"/> Exchange Student (J visa)
<input type="checkbox"/> Summer II		<input type="checkbox"/> International Student (F visa, <b>Summer Only</b> )

## Additional Information

Have you previously attended Northeastern?  Yes  No      If yes, when did you last attend? \_\_\_\_\_

Are you a resident of Illinois, Indiana, Iowa, Kentucky, Michigan, Missouri or Wisconsin?  Yes  No

Are you a veteran of the U.S. Armed Forces or on active duty?  Yes  No

### High School/GED Information

Name of high school from which you graduated (or will graduate) \_\_\_\_\_ City \_\_\_\_\_ State or Country \_\_\_\_\_ Zip or Postal Code \_\_\_\_\_

Graduation/Expected Date \_\_\_\_\_ Have you completed/earned a G.E.D.?  Yes  No

### College, University and Post-Secondary Information

List all colleges, universities or post-secondary schools (including trade school) attended, regardless of accreditation. Failure to do so may result in dismissal from the University. Please list in reverse chronological order, beginning with the most recent school attended. Attach additional sheet if necessary.

Name/Campus	City	State	Beginning Date	Ending Date	Degree/Hours Earned

### Admission Application Certification

This application must be signed by the applicant before any action can be taken by the Admissions Office. I understand that withholding information requested on this application, including attendance at any other institution or giving false information, may make me ineligible for admission to Northeastern Illinois University and that my admission may be rescinded and class registration canceled, if already admitted. I have read and understand all instructions and information on this application. I understand that, during the admissions process, Northeastern may communicate information intended only for me at the personal email account listed on this application. I certify that the statements I have made on this application are correct and complete.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date of Signature

#### For Office Use Only:

Form of payment:  Cash  Check  Waiver  Credit Card  Online      Payment verified by: Initials \_\_\_\_\_ Date \_\_\_\_\_

Changeover/Deferment requested:       Semester \_\_\_\_\_ Date \_\_\_\_\_ Processed by \_\_\_\_\_