Admission Requirements

A graduate student-at-large (SAL) is an individual who does not wish to pursue a degree 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. SALs are not admitted to degree-granting programs. As non-degree seeking students, SALs have permission to take undergraduate and graduate-level classes. However, if later admitted to a degree-granting program, only nine credit hours taken as an SAL may be applied toward a degree at the discretion of the program. SALs are subject to all of the same rules governing degree-seeking graduate students. Graduate SALs must have earned a baccalaureate degree or higher from a regionally accredited college or university. Graduate SALs do not qualify for financial aid.

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

General Admission Requirements

Graduates: Graduate SALs must supply proof of baccalaureate degree or higher from a regionally accredited college or university.

Exchange students with a J visa: Exchange students with a J visa, who have received an equivalent baccalaureate degree, may apply as an graduate SAL. You must submit a copy of your DS-2019, I-94, copy of your visa, and proof of degree.

International students: International students on an F visa may apply as a graduate SAL for summer only. Applicants must submit proof of degree, 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.

Application Deadlines

Consider applying online so you can track and upload documents, and send letter of recommendation requests electronically! neiu.edu/apply

Domestic Deadlines
Fall Semester: July 15
Spring Semester: November 1
Summer Semester: April 1

International Deadlines
Fall Semester: June 15
Spring Semester: October 1
Summer Semester: March 1

General Information for Applicants

1. A non-refundable $30 application fee is required with the application. Any application received without the application fee or waiver will not be processed. Do not send cash.

2. The application and all materials, transcripts, proof of degree, and/or immigration documents are required by the application deadline.

3. Current official transcripts must be in a sealed envelope from the sending institution. Opened transcripts are not considered official. We also accept electronic transcripts sent from your college or university directly to Northeastern through appropriate services.

4. All documents submitted become the property of the University and will not be released to the student or outside party for any reason. Graduate SALs must submit proof of degree in the form of official transcripts. Courses taken at colleges or universities outside of the United States must be evaluated by a member of NACES (https://www.naces.org/members) for equivalence of our undergraduate degree. A course-by-course evaluation is required.

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.


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. The deferment form is available online at neiu.edu.

Admissions Office
Telephone: (773) 442-4050
Fax: (773) 442-4020
Email: admrec@neiu.edu
Website: neiu.edu

Title IX
NEIU prohibits sexual harassment. For more information, contact the Title IX Coordinator:
5500 North St. Louis Avenue
Office C-216
Chicago, IL 60625
(773) 442-5412
titleix@neiu.edu
# Graduate Student-at-Large Admission Application

Please provide your legal first, middle and last name.

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Name</th>
<th>Preferred First Name</th>
<th>Previous Last Name</th>
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Permanent Address

City | State (or Country) | Zip or Postal Code
---|-------------------|-------------------

Please provide your legal first, middle and last name.

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 American Opportunity Tax Credit, if you are eligible, on your federal tax return.

<table>
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<th>Social Security Number</th>
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<td>123-45-6789</td>
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</table>

Telephone Number (_____)__________  Cell Phone Number (_____)__________  May we contact you through cell phone text messaging?

- Yes
- No

Email Address

Please print clearly. We will communicate with you via email regarding your application status.

Birth Date: Month _____ Day _____ Year _____

Gender:

- Male
- Female
- Trans
- Non-binary
- Prefer not to disclose
- Other

Emergency Contact ________________  Phone (_____) ____________  Relationship ______________________

Citizenship:

- U.S. Citizen
- Visa or International
- Permanent Resident
- Adjustment of Status/Other
- Refugee/Asylum
- Undocumented

Visa Type ___________________  Expiration ________  Country of Citizenship ________________

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:

- Fall
- Spring
- Full Summer
- First Half Summer

Year ________  Applicant type:

- Graduate Student-at-Large (holds earned bachelor’s degree)
- Exchange Student (J visa)
- International Student (F visa, summer only)

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

Have either of your parents/guardians completed a bachelor’s degree or higher?

- Yes
- No

Are you interested in campus housing?

- Yes
- No

Optional Information (Does not affect the admission decision)

- Have you completed a degree in the same field?
- Have you completed a degree in a different field?
- Have you completed any coursework in the intended field?
- Have you completed any coursework in a related field?
- Have you completed any non-coursework in the intended field?
- Have you completed any non-coursework in a related field?
- Have you completed any externships, internships, or work experiences in the intended field?
- Have you completed any externships, internships, or work experiences in a related field?
- Have you completed any research projects or publications in the intended field?
- Have you completed any research projects or publications in a related field?
- Have you completed any presentations or conferences in the intended field?
- Have you completed any presentations or conferences in a related field?
- Have you completed any other relevant experiences?

Optional Information (Does not affect the admission decision)

- Do you plan to complete a degree in the same field?
- Do you plan to complete a degree in a different field?
- Do you plan to complete any coursework in the intended field?
- Do you plan to complete any coursework in a related field?
- Do you plan to complete any non-coursework in the intended field?
- Do you plan to complete any non-coursework in a related field?
- Do you plan to complete any externships, internships, or work experiences in the intended field?
- Do you plan to complete any externships, internships, or work experiences in a related field?
- Do you plan to complete any research projects or publications in the intended field?
- Do you plan to complete any research projects or publications in a related field?
- Do you plan to complete any presentations or conferences in the intended field?
- Do you plan to complete any presentations or conferences in a related field?
- Do you plan to complete any other relevant experiences?
**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, on active duty, a Reservist, or in the National Guard?  
☐ Yes  ☐ No  

Are you the spouse or dependant child of a U.S. Armed Forces veteran?  
☐ 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 GED?  
☐ 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.

<table>
<thead>
<tr>
<th>Name/Campus</th>
<th>City</th>
<th>State</th>
<th>Beginning Date</th>
<th>Ending Date</th>
<th>Degree/Hours Earned</th>
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**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  