Application Instructions

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.

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.


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.

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) 442-4800
Email: admrec@neiu.edu
Website: www.neiu.edu
Undergraduate Student-at-Large Admission Application

Last Name       First Name       Middle Name       Preferred First Name       Previous Last Name

Permanent Address
City       State (or Country)       Zip Code

Mailing Address (if different than permanent)
City       State (or Country)       Zip Code

Social Security Number

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

Parent Name ___________________       Phone (_____)_________       Email ___________________

Parent Address ___________________

Emergency Contact ___________________       Phone (_____)_________       Relationship ___________________

Citizenship: □ U.S. Citizen □ Visa or International (Provide Visa information) □ Permanent Resident □ Refugee/Asylum □ Visa Type ___________       Expiration ___________       Country of Citizenship ___________________

Ethnicity and race information 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

Which best describes you? (check all that apply)
□ 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

Optional Information (Does not affect the admission decision)

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 □ Summer I □ Summer II
Year ________       Applicant type: (check only one)
□ Undergraduate Student-At-Large (graduated high school) □ High School Student (current junior or senior in high school)
□ Exchange Student (J visa) □ International Student (F visa, Summer Only)

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

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

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

Have you previously attended Northeastern?  

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<th>Yes</th>
<th>No</th>
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If yes, when did you last attend? ________________________________

Have you resided in Illinois for the 6 months immediately preceding the date of this application?  

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<th>Yes</th>
<th>No</th>
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Are you a veteran of the U.S. Armed forces or on active duty?  

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<th>Yes</th>
<th>No</th>
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High School/GED Information

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

Graduation/Expected Date ________________________________  Have you attained a G.E.D.?  

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<th>Yes</th>
<th>No</th>
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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 subject to dismissal if already admitted. I have read and understand all instructions and information 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:  

<table>
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<tr>
<th>Cash</th>
<th>Check</th>
<th>Waiver</th>
<th>Credit Card</th>
<th>Online</th>
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Payment Verified by:  

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<th>Initials</th>
<th>Date</th>
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Changeover/Deferment Requested:  

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<th>Semester</th>
<th>Date</th>
<th>Processed by</th>
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