

# UMBC

AN HONORS UNIVERSITY IN MARYLAND

Please use this form only if you have previously been enrolled as an undergraduate at UMBC.

At UMBC, every student has access to exceptional resources, stimulating teachers and individual attention. Faculties working on the frontiers of their fields bring the latest advances into the classroom. Students are friendly and hardworking, with high aspirations. When they graduate, they find positions with top employers and attend many of the leading graduate schools in America. If this sounds like the kind of college experience you want, we hope you will apply. We will be happy to answer any questions you have about UMBC.

Individuals who wish to enroll in undergraduate classes at UMBC as a visiting or non-degree-seeking student should review the information below and submit an application online or in person to the Office of Undergraduate Admissions and Orientation.

Non-Degree Seeking Students must submit the following to be considered for admission:

- A completed Non-Degree Seeking (Special) Student Application
- A \$50 non-refundable application fee
- College transcripts (Unofficial records will be considered.)

If fewer than 30 semester hours of college coursework have been completed, the applicant also must submit a high school transcript and SAT or ACT scores (unless the applicant has been out of high school three years or more).

Applicants who previously have received a bachelor's degree may be admitted as non-degree seeking (special) students without submitting college transcripts. Other students must submit high school and/or college transcripts and must meet regular admission standards.

Visiting students—individuals who are in good standing at another college and who plan to attend UMBC for one semester only—may be considered for admission by submitting a transcript, grade reports or a letter of good standing from their current institution.

Academic advisement is not a prerequisite for registration for non-degree seeking students. Students wishing to consult with an academic advisor regarding course selection may contact either the department offering the course or the Office of Academic and Pre-professional Advising at 410-455-2729.

Students register for classes electronically via myUMBC. To access myUMBC, admitted students must create an online account. Non-degree seeking students are eligible to register during the Special/Non-Degree student registration periods. For information about registration eligibility timeline for new and continuing Special/Non-Degree students, visit the registration calendar in the schedule of classes.

## **Deadlines**

The deadline for submitting a Special/Non-Degree Seeking application are as follows:

Fall – First Day of Classes

Spring – First Day of Classes

## **UMBC's Non-Discrimination Statement**

The University of Maryland, Baltimore County does not discriminate on the basis of race, color, religion, national origin, ancestry, ethnic background, genetics, disability, age, sex, marital status, sexual orientation and/or veteran status in admission to and participation in education programs and activities, or employment practices in accordance with federal laws, including, but not limited to Titles VI and VII of the Civil Right Act, Title IX of the Education Amendments, Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act as amended, as well as state laws, and regulations.

## **Campus Security Notice**

In compliance with the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act," information regarding crime statistics, policies pertaining to campus security, crime reporting, alcohol and drug violations, victims' assistance programs, student discipline, campus resources, community safety alerts, crime prevention, access to campus facilities and personal safety tips is contained within the UMBC Annual Campus Security Report available online at the Police Department's Web site, by in person or by calling UMBC Police at 410-455-5555.

**Frequently Requested  
UMBC Information**

**Admissions**

410-455-2291

FAX: 410-455-1094

WEB: [www.umbc.edu/  
undergraduate](http://www.umbc.edu/undergraduate)

**Academic and  
Pre-professional Advising**

410-455-2729

WEB: [www.umbc.edu/  
registrar/advising](http://www.umbc.edu/registrar/advising)

**Bookstore**

410-455-2665

WEB: [www.umbc.edu/bookstore](http://www.umbc.edu/bookstore)

**Bursar/Student Billing**

[www.umbc.edu/sbs](http://www.umbc.edu/sbs)

**Career Services Center**

410-455-2216

WEB: [www.careers.umbc.edu](http://www.careers.umbc.edu)

**Counseling Center**

410-455-2472

WEB: [www.umbc.edu/counseling](http://www.umbc.edu/counseling)

**Financial Aid and Scholarships**

410-455-2387

FAX: 410-455-1094

WEB: [www.umbc.edu/financialaid](http://www.umbc.edu/financialaid)

**Information (Campus-wide)**

410-455-1000

**International Education Services**

410-455-2624

WEB: [www.umbc.edu/ies](http://www.umbc.edu/ies)

**Learning Resources Center**

410-455-2444

WEB: [www.umbc.edu/lrc](http://www.umbc.edu/lrc)

**Library**

410-455-2232

WEB: [www.umbc.edu/library](http://www.umbc.edu/library)

**Parking Services**

410-455-2551

WEB: [www.umbc.edu/parking](http://www.umbc.edu/parking)

**Police/Public Safety**

410-455-3136

WEB: [www.umbc.edu/police](http://www.umbc.edu/police)

**Registrar**

410-455-3158

FAX: 410-455-1141

WEB: [www.umbc.edu/registrar](http://www.umbc.edu/registrar)

**Residential Life**

410-455-2591

WEB: [www.umbc.edu/reslife](http://www.umbc.edu/reslife)

**Student Support Services**

410-455-3250

WEB: [www.umbc.edu/sss](http://www.umbc.edu/sss)

**Summer and Winter Programs**

410-455-2335

WEB: [www.cps.umbc.edu](http://www.cps.umbc.edu)

**TTY for Hearing Impaired**

410-455-3283

**Veterans Affairs**

410-455-2387

WEB: [www.umbc.edu/  
financialaid/veterans](http://www.umbc.edu/financialaid/veterans)

**Please submit completed  
application to:**

**Office of Undergraduate  
Admissions and Orientation**

University of Maryland,

Baltimore County

1000 Hilltop Circle

Baltimore, MD 21250



**In-State Tuition Status** (applicants seeking in-state tuition status)

Failure to complete all of the required items may result in a non-Maryland resident classification and out-of-state charges being applied.

IF ANY OF THE CATEGORIES BELOW APPLY, PLEASE CHECK THE APPROPRIATE BOX, PROVIDE REQUESTED INFORMATION AND/OR DOCUMENTATION, AND GO TO ITEM 10.

- I am eligible for consideration for in-state status under the Waiver of Certain Residency Requirements for Relocating Defense Contractor Employees or the Waiver of Certain Residency Requirements for Relocating Civilian Employees of the U.S. Armed Forces under BRAC 2005. I understand that I must provide documentation of BRAC-related transfer and if not indicated on the application, a Maryland domicile.
- I am a part-time (50%) or full-time regular employee of the University System of Maryland, or I am the spouse of, or am financially dependent upon a parent or legal guardian who is a regular employee of the University System of Maryland.  
Please indicate relationship: \_\_\_\_\_  
Please attach a letter of verification from the Human Resources Office of the campus at which you or your spouse or parent or legal guardian is employed.
- I am a full-time active member of the U.S. Armed Forces whose home of residency is Maryland, or one who resides or is stationed in Maryland, or the spouse or a financially dependent child of such a person.  
Please attach a copy of your deed or lease (if applicable), or verification from the service that you have declared Maryland as your "home of residency" (if applicable), and the most recent assignment orders. Also, please indicate date of expected separation from the military \_\_\_\_\_
- I am a veteran of the United States Armed Forces who received an honorable discharge within the past 12 months and received my high school education in Maryland.  
Please attach a copy of form DD-214 and documentation of enrollment in a Maryland high school for a minimum of three years, and, graduation from Maryland high school or receipt of a GED diploma in Maryland.
- I am eligible for in-state status consideration under the Maryland National Guard Nonresident Tuition Exemption. I am eligible because (1) joined or subsequently served to provide a critical military occupational skill or (2) am a member of the Air Force critical specialty code. I understand that I must provide documentation of my eligibility from my Company Commander for consideration.

IF NONE OF THE ABOVE ARE CHECKED, APPLICANTS SEEKING IN-STATE STATUS MUST COMPLETE THE FOLLOWING QUESTIONS. Residency classification information is evaluated in accordance with the University System of Maryland policy on residency. The applicant may be contacted for clarification of an item or for additional information as necessary.

PLEASE CHECK ONE:

- I am financially independent. I have earned taxable income and I have not been claimed as a dependent on another person's most recent income tax returns.
- I am financially dependent on another person who has claimed me as a dependent on his/her most recent income tax returns, or I am a ward of the State of Maryland. If a ward of the State, please submit documentation and go to item 10.  
Name of person upon whom dependent and relationship to applicant: \_\_\_\_\_
- a. How long have you been dependent upon this person? \_\_\_\_\_
- b. Is this person a resident of Maryland?  Yes  No
- c. Address of this person: \_\_\_\_\_
- d. Length of time at this address: \_\_\_\_\_ years \_\_\_\_\_ months
- e. Is this person a citizen of the United States?  Yes  No i. If no, type of visa: \_\_\_\_\_ ii. Expiration date of visa: \_\_\_\_\_
- iii. Alien Registration No.: \_\_\_\_\_ iv. Date of Issuance: \_\_\_\_\_
- f. Has this person filed a Maryland state income tax return for the most recent year on all earned income including income earned outside of Maryland?  
 Yes  No If yes, list actual years Maryland income tax returns have been filed within the past three years. i. Years filed: \_\_\_\_\_
- ii. If a Maryland tax return has not been filed within the last 12 months, state reason(s): \_\_\_\_\_
- g. Signature of this person: \_\_\_\_\_

THE STUDENT APPLICANT IS RESPONSIBLE FOR COMPLETING ITEMS 1 – 10.

1. Permanent address: \_\_\_\_\_  
Length of time at permanent address \_\_\_\_\_ years \_\_\_\_\_ months  
If less than 12 months, provide previous address: \_\_\_\_\_  
Length of time at previous address \_\_\_\_\_ years \_\_\_\_\_ months
2. Is your primary reason for living in the state of Maryland to attend the university?  Yes  No
3. Are all or substantially all of your possessions in Maryland?  Yes  No
4. Do you possess a valid driver's license?  Yes  No
  - a. If yes, initial date of issue \_\_\_\_\_ b. In what state? \_\_\_\_\_
  - c. Most recent date of issue \_\_\_\_\_ d. In what state? \_\_\_\_\_
5. Do you own any motor vehicles?  Yes  No
  - a. If yes, initial date of registration \_\_\_\_\_ b. In what state? \_\_\_\_\_
  - c. Most recent date of registration \_\_\_\_\_ d. In what state? \_\_\_\_\_
6. Are you registered to vote?  Yes  No
  - a. If yes, in what state? \_\_\_\_\_ b. Date of registration: \_\_\_\_\_
  - c. Were you previously registered to vote in another state? \_\_\_\_\_
7. Have you filed a Maryland state income tax return for the most recent year? If yes, list years you have filed Maryland income tax returns within the past three years.  Yes  No
  - a. Years filed: \_\_\_\_\_ b. If you did not file a tax return in Maryland within the last 12 months, state reason(s): \_\_\_\_\_
8. Is Maryland state income tax currently being withheld from your pay?  Yes  No If no, provide explanation: \_\_\_\_\_
9. Do you receive any public assistance from a state or local agency other than one in Maryland?  Yes  No a. If yes, please explain \_\_\_\_\_
10. I certify that the information provided is complete and correct. I understand that the university reserves the right to request additional information if necessary. In the event the university discovers that false or misleading information has been provided, the student applicant may be billed by the university retroactively to recover the difference between in-state and out-of-state tuition for the current and subsequent semesters.

Signature of applicant

Signature of parent if applicant is under 18

Date

OFFICE USE ONLY  
COMMENTS \_\_\_\_\_

DATE	JAO	RES	TERM	ADM TYPE	PLAN	ACTION	GPA	RANK	LG	TRANS CRED	DCF	Eval