

# Quick Application

GRADUATE PROGRAMS



**Graduate Certificate/  
Non-Degree Student  
Quick Application**

# How to apply as a Graduate Certificate/Non-Degree Student

This application is for you if you fall into any of the following categories:

- You want to take one or more graduate courses at IIT but are not applying to a degree program (Non-degree student)
- You want to enroll in a graduate degree program but it is too late to apply. (Non-degree student)
- You are applying to a graduate certificate program (Certificate student)

*Please note: If you are an international student requiring a student visa, you are not eligible for admission to certificate programs or non-degree studies. Students enrolling in courses offered by IIT's Stuart School of Business, Chicago-Kent College of Law, the College of Architecture, or the Institute of Design should not use this application.*

We welcome applicants who wish to enroll in certificate programs or take classes as non-degree students. If you have an undergraduate degree from an accredited institution and do not require a student visa, you may use this application for admission to apply to one of IIT's many graduate certificate programs (listed below) or to begin your graduate studies as a non-degree student.

**Requirements for Certificate and Non-Degree Students:**

- Submit this application along with a \$40 application fee. (If you later apply to another program or as a degree-seeking student, you will not pay this fee again.)
- Submit a copy of your undergraduate transcripts from an accredited institution showing degree and GPA. Official transcripts must be submitted by the fourth week of term (third week of summer term).
- Minimum GPA requirement varies by department.

## 1. Admission as a Non-Degree Student

The Graduate Admission Office will notify you of any special conditions under which you are admitted. Once you have satisfied the conditions stated in your letter of acceptance, you may apply as a degree-seeking student.

A maximum of nine semester hours of coursework that has been approved by the department of intended study and passed with a grade of "B" or better may be applied toward your IIT degree.

If you wish to continue as a non-degree student beyond the nine-hour limit, you should contact the

Office of Academic Affairs in the Graduate College to confirm your intentions.

Non-degree students seeking admission as degree-seeking students must meet the minimum admission requirement of an overall GPA of 3.0 on a 4.0 scale. All non-degree coursework will be calculated into the cumulative GPA.

## 2. Admission as a Certificate Student

You should have a bachelor's degree in an appropriate field of study when applying as a certificate student. If your bachelor's degree was completed at a university outside of the United States and the language of instruction was not English, you may be asked to submit a TOEFL score.

A certificate student who is later admitted to a master's program may apply all approved coursework taken as a certificate student and passed with a "B" grade or better to the master's degree program.

## 3. Admission for Short Courses for Credit

If you are interested in enrolling in a short course for credit at IIT, you should use this form to apply as a non-degree student. In addition to meeting any course prerequisites (listed in the schedule of classes), you should meet the requirements for admission as a non-degree student listed in the previous section.

## Certificate Programs

### Biological, Chemical, and Physical Sciences

Analytical Method Development \*  
Analytical Spectroscopy \*  
Characterization of Inorganic and Organic Materials \*  
Chromatography \*  
Radiological Physics \*  
Synthesis and Characterization of Inorganic Materials \*  
Synthesis and Characterization of Organic Materials \*

### Chemical and Environmental Engineering

(Chemical Engineering)  
Biological Engineering  
Current Energy Issues \* (Internet only)  
Food Process Engineering  
Particle Processing  
Pharmaceutical Engineering \*  
Polymer Science and Engineering  
Process Operations Management

(Environmental Engineering)

Air Resources  
Hazardous Waste Engineering  
Indoor Air Quality  
Water and Wastewater Treatment

### Civil and Architectural Engineering

Construction Management  
Earthquake and Wind Engineering Design  
Geoenvironmental Engineering  
Infrastructure Engineering and Management  
Transportation Systems Planning

### Computer Science

Computer Networking and Telecommunications \*  
Information Systems \*  
Software Engineering \*

### Electrical and Computer Engineering

Advanced Electronics \*  
Applied Electromagnetics  
Communication Systems  
Computer Engineering \*  
Control Systems \*  
Electricity Markets  
Power Electronics  
Power Engineering \*  
Signal Processing \*  
Wireless Communications Engineering \*

### National Center for Food Safety and Technology

Food Process Engineering  
Food Safety and Technology

### Information Technology and Management

Computer and Network Security Technologies \*

### Mechanical, Materials, and Aerospace Engineering

Product Quality and Reliability Assurance \*  
Computer Integrated Design and Manufacturing \*

### Psychology

Compensation Management  
Psychiatric Rehabilitation  
Rehabilitation Engineering Technology

### Public Administration

Nonprofit Management  
Public Safety and Crisis Management

### Technical Communication

Ethics in the Workplace: Business, Engineering and Government  
International Technical Communication  
Instructional Design  
Technical Communication

\*Programs offered through distance learning as well as on campus.

Illinois Institute of Technology is a private, Ph.D.-granting university founded in 1890 with graduate programs in engineering, science, psychology, architecture, design, business, and law.

## Campuses of Illinois Institute of Technology

### Main Campus

3300 S. Federal, Chicago, IL 60616  
Architecture, Biology, Chemistry, Computer Science, Engineering, Mathematics and Science Education, Psychology, Physics, and Technical Communication

### Downtown Campus

565 W. Adams, Chicago, IL 60661  
Chicago-Kent College of Law, Stuart School of Business, and Public Administration Graduate Program

### Institute of Design

350 N. LaSalle Street, Chicago, IL 60610

### Daniel F. and Ada L. Rice Campus

#### Center for Professional Development

201 East Loop Road, Wheaton, IL 60187  
Information Technology and Management; Manufacturing/Industrial Technology and Operations; non-credit professional development programs. Rice also offers live courses in Computer Science and Electrical Engineering and is a site for any online course offering.

### Moffett Campus

6502 S Archer Avenue, Summit-Argo, IL 60501  
Food Safety and Food Process Engineering

### IIT Online

IIT Online offers on-demand Internet courses worldwide and live televised courses to Chicagoland public and corporate sites. Please visit [www.iit-online.iit.edu](http://www.iit-online.iit.edu).

### Tuition and Financial Aid

For the 2006–2007 academic year, IIT graduate tuition is \$727 per credit hour. For information about financial aid and payment plans, please visit our website at [www.enrollment.iit.edu](http://www.enrollment.iit.edu) or contact the Office of Financial Aid at 312.567.7219. For payment plan information, please contact the Bursar's Office at 312.567.3785.

# Graduate Certificate/Non Degree Student "Quick Application"

Please read all of the application instructions before completing this form. Please type or print clearly.



Identification Information  Mr.  Ms. Social Security Number \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

Last Name/Surname/Family Name \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Reply Address (all correspondence from IIT will be sent to this address)

Address (Number and Street) \_\_\_\_\_ City \_\_\_\_\_ State/Country \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Telephone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

Academic Interest Select a department or certificate from the list on the opposite page. (For a complete list of departments, see [www.grad.iit.edu](http://www.grad.iit.edu).)

Type of Enrollment  Non-degree  Certificate  Full-time  Part-time

Academic Unit \_\_\_\_\_ Program (for Certificate) or Major (Non-degree) \_\_\_\_\_

Term Applying for Fall 20\_\_\_\_ Spring 20\_\_\_\_ Summer 20\_\_\_\_

## Academic Information

List entire academic background BEYOND secondary level (please DO NOT include high school information) including IIT. IIT requires official transcripts from each school.

Name of Institution and Location	Dates Attended (months/years)	Degree Received/Expected	Cumulative GPA (out of 4.0)
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1. \_\_\_\_\_

2. \_\_\_\_\_

## Biographic/Demographic Information

Please note: Information on sex, age, ethnic origin, and citizenship status is collected for compliance reports in connection with federal regulation pursuant to the Civil Rights Act of 1964, Executive Order 46 as amended by Executive Order 375 and title IX of the Education Amendments of 97 and Part. 86, 45 C.F.R., and will not be used to discriminate in admission to or participation in any of the educational programs or activities offered in the colleges of Illinois Institute of Technology.

Male  Female Birthdate \_\_\_\_/\_\_\_\_/\_\_\_\_ State & Country of birth \_\_\_\_\_ U.S. State of Legal Residence \_\_\_\_\_

If not a United States citizen or Permanent Resident, please indicate the type of visa you currently hold: \_\_\_\_\_

Indicate your ethnic origin by checking one of the circles below. All international students should check only the Non-Resident Alien circle.

- |   |   |  |
|---|---|--|
| <input type="radio"/> Non-Resident Alien          | <input type="radio"/> American Indian or Alaskan Native         | <input type="radio"/> Asian American                                 |
| <input type="radio"/> Black or African American   | <input type="radio"/> Native Hawaiian or other Pacific Islander | <input type="radio"/> White  |
| <input type="radio"/> Chicano or Mexican American | <input type="radio"/> Puerto Rican American                     | <input type="radio"/> Hispanic or Latino <input type="radio"/> Other |

I hereby affirm that the information supplied by me on this application is true and correct to the best of my knowledge. If this application for admission is approved, I agree to comply with all rules and regulations of Illinois Institute of Technology.

## Initial Transcript Waiver Agreement

Although my official transcripts are not yet on file in the Graduate College, I am allowed to register as a non-degree student for this semester only, by agreeing to the following conditions:

- 1) It is my responsibility to ensure that the required transcripts are delivered to IIT before the 4th week deadline (3rd week during summer term).
- 2) If for any reason the required documents are not received in the Graduate College before the fourth week of the semester (second week of the summer session) or if my previous GPA is found to be below 2.5/4.0, then I will not be eligible to register further.

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

Return this form in a sealed envelope to:  
Graduate Admission Office, Illinois Institute of Technology, 10 W. 33rd Street Chicago, IL 60616-3793 USA

Office Use ONLY	Date _____	<input type="radio"/> P <input type="radio"/> W <input type="radio"/> R
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**For information and correspondence contact:**

**Office of Graduate Admission  
Illinois Institute of Technology  
10 W. 33rd Street  
Chicago, Illinois 60616**

**Telephone: 312.567.3020**

**Facsimile: 312.567.3138**

**E-mail: [gradstu@iit.edu](mailto:gradstu@iit.edu)**

**Internet: <http://www.grad.iit.edu>**