

School Procedures of the University of North Texas Health Science Center	Chapter 15 – School Procedures Student Affairs, Education and Funding
<b>15.204 SBS - Admission of Students to Non-Degree Status</b>	

The Health Science Center recognizes that some students may wish to be admitted to the School of Biomedical Sciences (SBS) for the purpose of taking courses not necessarily leading to a degree. Admission to the School of Biomedical Sciences may be granted, subject to the following provisions:

1. The applicant must meet all of the general admission requirements described in the catalog and must meet all application deadlines.
2. The student in this status is required to receive credit in all courses taken and must maintain a GPA of 3.0 on all such courses attempted.
3. A student who is admitted to non-degree status has no assurance that work completed under this status will be applicable toward degree requirements should they subsequently be admitted to a degree program at the Health Science Center. A maximum of 12 semester hours may be taken. Exceptions to this policy can be approved only by the SBS Dean. Completion of departmental courses by non-degree students does not obligate the School of Biomedical Sciences to grant admission to a degree program at a later date unless all general and specific requirements for admission to that program have been met.
4. A student who wishes to change from non-degree status to graduate degree status must have satisfactory GRE scores on file in the School of Biomedical Sciences.
5. International applicants are not eligible for non-degree admission.

**Application.**

This procedure applies to all individuals applying for non-degree status in the School of Biomedical Sciences.

**Definitions.**

None.

**Procedures and Responsibilities.**

1. Complete application for non-degree admission.  
Responsible Party: Applicant.
  
2. Review application.  
Responsible Party: Admissions Committee.
  
3. Communicate admission decision to the applicant.  
Responsible Party: Office of Student and Academic Services.
  
4. Determine any forms required to be created and/or maintained by the Human Resources Department to comply with Human Resources policies.  
Responsible Party: Human Resources Staff/Office of Student and Academic Services.

**References and Cross-references.**

Approved: September 1993

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