

UNDERGRADUATE GUEST APPLICATION AND REGISTRATION FORM

Application/Registration Opens for Term:

Winter/Spring/Summer: Beginning November 1 | **Fall:** Beginning April 1

- IMPORTANT NOTES:**
- Applications must be submitted 10 days prior to the start of the course you are enrolling in!
 - Applications received prior to the above dates will be returned to students.

Until further notice, please submit your guest application via email to WVUOnline@mail.wvu.edu.
Receipt confirmation and additional information will be sent from WVUOnline@mail.wvu.edu.

Instructions:

Complete the application and the registration form in its entirety.

Check here if you have applied as a guest before.

I. Status

Guest status is available only to students wishing to take Undergraduate WVU Online courses as non-degree students. For enrollment in courses offered at WVU Institute of Technology or Potomac State College, please refer to the campus for admissions processes.

High School
Graduate (or GED)

Currently enrolled in college or
have completed some work.

Have completed a
BA/BS degree.

II. Enrollment Information

Social Security Number: _____ **WVU Student ID Number:** _____
(This is for internal use only and will be kept confidential.) (If you have been assigned a student ID, enter it here.)

Name:

Last _____ First _____ Middle _____

If you are enrolled under a different name at WVU or another institution or college, please print all previous names:

Mailing Address:

Street _____

City _____ State _____ Zip Code _____

County _____ Country – for Non USA addresses only _____

Email Address (Required): _____

Telephone (Required): (_____) _____

Please indicate year/term for which you are registering/applying:

Year _____ Fall _____ Winter _____ Spring _____ Summer _____

Are you applying as a WV Resident? Yes _____ No _____ Study Abroad: Yes _____ No _____

If yes, how long have you lived in West Virginia? _____ Years _____ Months (Proof of residency may be required)

Gender: Male _____ Female _____ Date of Birth: _____ / _____ / _____
MON DD YYYY

Citizen Status:

U.S. Citizen (01) Permanent Resident with Alien Card (Please enclose copy of both sides of card) (02)
Refugee (03) Non-Immigrant/Other Visa Type (04) (Additional materials may be needed)
(Specify Type) _____ (Country of Citizenship)

Ethnic Background: (Optional) Do you consider yourself to be Hispanic or Latino? Yes No

In addition, select one or more of the racial categories to describe yourself:

American Indian or Alaskan Native Asian White Black or African-American Hawaiian or Pacific Islander

All Previous Education Experience

Complete name of prior high school and/or colleges	City & State	Dates Attended (MON/YY-MON/YY)	Graduation Date (MON/YY)	Degree Obtained (MS, BA, BS)
_____	_____	_____ / _____	_____ / _____	_____
_____	_____	_____ / _____	_____ / _____	_____

I understand that guest admission is valid for one semester, at a time, and up to 12 credit hours total. Admission into future terms will require submission of another application. Previous guest status does not guarantee regular admission to West Virginia University.

FERPA Notice

Information that is protected from disclosure pursuant to the Family Educational Rights and Privacy Act (FERPA), such as grades, financial aid details, and student account/billing information is maintained in a secure online environment. A student may grant permission to a parent or guest to access this information and make payments through this portal.

Due to the protection of students' rights under FERPA, a student may restrict the information that a parent or guest is able to access and revoke access at any time. For FERPA updates and more information, please visit: <http://ferpa.wvu.edu/>.

I affirm that the information I have provided on this application form and all other admissions application materials is complete, accurate, and true to the best of my knowledge. Omitting or providing false information can lead to non-acceptance, the nullification of WVU credit, and/or dismissal. I have reviewed West Virginia University's policies and agree to adhere to them.

Student Signature _____ Date _____

To search for offerings visit <http://courses.wvu.edu>. Select the term you wish to search then "Continue." At the next screen of options, you can search by one or more subjects at a time. In order to see only online delivered courses at WVU Main, please fill in the following fields:

Schedule Type: Web Based

Campus: WVU Campus Course (unless you are interested in a Winter or Maymester course, then select that option).

Results will display based on the parameters you set. You may click on the hyperlinked title to review the information in a pop-up box and tabs. If no results populate, try the search again with less items to filter. Write the corresponding information into this section for the course(s) you wish to enroll. If a course requires prerequisite course, unofficial transcripts will need to be provided to be reviewed by the academic department for permission to enroll.

III. Registration Form:

CRN#	Subject	Course# and Title	Section#	Credit Hrs