



INTERNATIONAL EXCHANGE STUDENT
NON-CANDIDATE FOR DEGREE ENROLLMENT

Unclassified Non-Candidate for Degree (NCFD) is a special admission status appropriate for international exchange students who have earned a bachelor's degree and who will be completing one term of courses and/or a one-term field placement without entering the degree granting program. NCFD admission is valid for a single term. Admissions decisions for NCFD status may be based on prior academic credentials and the statement of purpose.

APPLICATION PROCEDURES:

1. **Application Form**
Complete the "Non-Degree Application for Exchange Students" in its entirety.
2. **Statement of Purpose**
Attach your statement of purpose that was used for the UM field placement process. If you only plan to take coursework, attach a brief statement of purpose indicating why you are seeking enrollment in courses as a non-degree exchange student.
3. **Transcripts**
Attach unofficial transcripts from each college or/university attended to the application for initial review. An official transcript from each college or/university where a degree has been or will be received must be received by the School before you begin your field placement and/or class. Each official transcript should be submitted either in an unopened, sealed envelope issued directly by the registrar's office for that college/university or if your school utilizes an official e-transcript service, an electronic transcript may be sent to ssw.oga@umich.edu. Note that official e-transcripts must be sent directly from the school's registrar's office or via an official e-transcript service.
4. **English Proficiency**
If you are studying at a university where English is not the language of instruction, you must provide evidence that you have met the University's [English Language Requirements](#) (including original IELTS or TOEFL test results, or ECPE Certificate of Proficiency, if applicable).
5. **Affidavit of Financial Support**
All international applicants must submit an Affidavit of Financial Support with the application materials, certifying the availability of a minimum of \$4,013 per month (USD) for the duration of their stay, exclusive of travel to and from the United States and exclusive of dependent expenses. If admitted, supporting financial documents must be submitted. Please review the [Affidavit of Financial Support](#) for details.
6. **Submit the completed application form, unofficial transcripts, and the statement of purpose to:**

Email: ssw.oga@umich.edu
Fax: 734-763-3372

Submit official transcripts and/or original supporting financial documents to:

Re: NCFD International Exchange
Office of Student Services / Office of Global Activities
University of Michigan School of Social Work
1080 S. University Ave., Room 1748
Ann Arbor, MI 48109-1106

Email: ssw.oga@umich.edu

(Please note that letters of recommendation are not required.)



NON-DEGREE APPLICATION for INTERNATIONAL EXCHANGE STUDENTS

Last (Family) Name First Middle Sex (University Required): Male Female

Date of Birth: _____ **Place of Birth:** _____

U.S. Social Security Number _____ -- _____ -- _____

Current (Mailing) Address (Valid until mm/dd/yyyy: ____/____/____)

Street

City State/Province Country Zip/Postal/International Code

Permanent Address

Street

City State/Province Country Zip/Postal/International Code

Contact Info

Phone Phone Number Type

Email Address

Preferred First and Last Name: _____

Other name use on prior academic records or test score reports: _____

Emergency Contact _____
Name Telephone Number

TERM FOR WHICH ADMISSION IS DESIRED: (PLEASE CHECK ONE TERM ONLY)

Winter Term 2026 <i>(January – April)</i>	Spring-Summer Term 2026 <i>(May - August)</i>	Fall Term 2026 <i>(September – December)</i>	Winter Term 2027 <i>(January – April)</i>
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Are you applying for admission to another unit of this University for the same term as this application? No Yes
If yes, have you paid an application fee to that unit? No Yes, Name of Unit _____
Have you previously applied for admission to the School of Social Work on-campus? No Yes, term/year _____
Have you previously taken courses offered by the School of Social Work (Extension or NCFD)? No Yes, term/year _____

EDUCATIONAL EXPERIENCE List below in chronological order all colleges/universities attended starting with your most recent study. Official transcripts are required from each college/university where a degree has been or will be received. Transcripts must be emailed directly to the Office of Student Services and Enrollment Management at msw.transcripts@umich.edu via your school's official e-transcript service. If more space is needed, continue on a separate sheet.

Name, City, State (Country) of College/ University Attended	Dates of Attendance		Major	Name of Degree Received/Expected	Date Degree Received/Expected
	From Month/Yr.	To Month/Yr.			

WORK & VOLUNTEER EXPERIENCE: Please account fully for all of your experiences since high school (maximum of past ten years). List in chronological order starting with your most recent position. Attach an additional page, if necessary, following the same format. *All applicants must fully complete this section even if a resume is submitted.* For each experience listed, please indicate whether it was a paid, volunteer, or practicum/intern position.

Firm or Agency Name, City, State (Country)	Position	From Month/Yr	To Month/Yr	Supervisor	Hours Per Week	Paid	Volun- tary	Practi- cum

STATEMENT OF PURPOSE: A statement of purpose is required and must be submitted with the application form. Attach the statement of purpose that was used for the UM field placement process. If you only plan to take coursework, attach a brief statement of purpose indicating why you are seeking enrollment in courses as a non-degree exchange student.

By checking the box below to serve as my signature, I certify that all answers I have given on this application and supporting documents are complete and accurate to the best of my knowledge. I understand that falsification or omission of information or credentials may result in revocation of admission. I also understand that all credentials and documents that I submit become the property of the University of Michigan.

Signature (check to sign) _____
Date _____



Residency Classification for Tuition Purposes

Applicant Name: _____

Are you a Michigan Resident? No
Yes, since _____
mm/yyyy

If you consider yourself a resident of the State of Michigan and you have any of the following non-resident activity, you must [file an application](#) with the Residency Classification Office to determine whether you qualify for in-state tuition:

- You live outside the State of Michigan for any purpose, including, but not limited to, education, volunteer activities, travel, or employment;
- You attended or graduated from a college outside the State of Michigan;
- You lived or worked outside the State of Michigan at any time within the last three years;
- You are not a U.S. citizen;
- Your spouse, partner, or parent is in Michigan as a nonresident student, medical resident, fellow or for military assignment or other temporary employment;
- You are 24 years of age or younger and a parent lives outside the State of Michigan;
- You are 24 years of age or younger and attended or graduated from a high school outside the state of Michigan;
- You attended or graduated from an out-of-state high school and have been involved in educational pursuits for the majority of time since high school graduation;
- You attended any University of Michigan campus (Ann Arbor, Dearborn, or Flint) as a non-resident.

Other circumstances also may require you to file an Application for In-State Tuition.

Please note that you may qualify for in-state tuition in any of the following three ways:

1. **Residence.** By demonstrating that you are a permanent legal resident of the State of Michigan as defined by the Residency Guidelines;
2. **Attendance.** By demonstrating that you attended an accredited Michigan high school and accredited Michigan middle or junior high school; OR
3. **Service.** By demonstrating that you or a family member are serving or have served in the U.S. military or Public Health Service.

The three separate Applications for In-State Tuition are available at the bottom of the webpage <http://ro.umich.edu/resreg.php>. Please review the guidelines to determine which application could apply to you. For questions or assistance, contact the Residency Classification Office at (734) 764-1400.

If your residency status for tuition purposes at the University of Michigan is in question, based on the above information, the School of Social Work encourages you to submit the required Application for In-State Tuition to the Residency Classification Office at the earliest date possible to ensure that a decision can be made in advance of enrollment.