



**Non-Degree Enrollment**

Enrolling as a non-degree student enables a person to take graduate level social work courses in order to help focus their interests, to test capabilities in a graduate setting, to increase knowledge, or to improve professional skills. Non-degree enrollment is limited to on-campus study and non-degree students are not eligible for financial assistance. Students admitted as non-degree students may not be allowed to register until all degree seeking students have registered. Course registration for any term is dependent upon space availability.

NCFD admission is valid for a single term. NCFD students may request to continue NCFD enrollment in the next term by submitting a Request to Continue Form. Visit <https://ssw.umich.edu/r/NCFD> for details.

**Non-Candidate for Degree Admission Status**

Unclassified Non-Candidate for Degree (NCFD) is a special admission status appropriate for a student who 1) has earned a bachelor's degree and wishes to enroll in on-campus/Ann Arbor graduate-level social work courses without entering the degree-granting program or 2) has earned an MSW degree and wishes to enroll in additional on-campus/Ann Arbor graduate-level social work credit as a non-degree student. Admission decisions for NCFD status is based on prior academic credentials and the statement of purpose. A student may apply for unclassified NCFD status for any term, although course offerings are extremely limited in spring/summer term.

A maximum of 19 graduate credit hours earned with a B or better as a non-degree student could be applied toward the Master of Social Work degree if that student were to apply later and be accepted into the School's MSW Program. However, enrolling in courses as a non-degree student does not guarantee admission to the MSW degree program. Please refer to [Criteria for Admission](#) on the School of Social Work website for further information on admission to the MSW Program.

Applicants are encouraged to submit the NCFD application and all supporting materials by the following dates. The NCFD application may close at any time after the following dates.

Fall Term	Winter Term	Spring/Summer Term
August 1	December 1	April 1

**Application Procedures:**

- Application Form**  
Complete the "Non-Degree/Special Student Application" below in its entirety.
- Statement of Purpose**  
Attach a one-page statement indicating why you are seeking enrollment in courses as a non-degree student.
- Transcripts**  
An official transcript from the university/college where you earned or will earn your MSW degree must be emailed directly to [msw.transcripts@umich.edu](mailto:msw.transcripts@umich.edu) via your university/college's official e-transcript service.  
**NOTE:** If you received your MSW from the University of Michigan, only transcripts from any course work you completed following receipt of your MSW are required.
- Email completed application form and all required documents as noted above to [ssw.msw.info@umich.edu](mailto:ssw.msw.info@umich.edu)

**Applications and all supporting documents must be received by the deadline specified above.**



**Non-Degree Special Student Application**

Sex (University Required):  Male  Female

Last (Family) Name \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_  
**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 \_\_\_\_\_

**Citizenship: (check one)**  
 U.S. Citizen  
 Non-U.S. Citizen  
 Permanent Resident of U.S.

**Non-U.S. Citizen:**  
 Country of Citizenship \_\_\_\_\_  
 Registration # A- \_\_\_\_\_  
 Visa Type \_\_\_\_\_

**State of Legal Residence:** \_\_\_\_\_

**Permanent Address**  
 \_\_\_\_\_  
 Street \_\_\_\_\_  
 \_\_\_\_\_  
 City \_\_\_\_\_ State/Country \_\_\_\_\_ County (if Michigan) \_\_\_\_\_ Postal/International Code \_\_\_\_\_

**Contact Info** \_\_\_\_\_  
 Phone \_\_\_\_\_ Phone Number Type (Mobile, Current, Permanent) \_\_\_\_\_  
 \_\_\_\_\_  
 Email Address \_\_\_\_\_

Please list former names which may appear on transcripts submitted: \_\_\_\_\_

Please list your preferred first and last name (if different from your legal name listed above): \_\_\_\_\_

**Term For Which Admission Is Desired:** (Please Check One Term Only)

**Winter Term 2026 (2570)**  
(January – April)

**Spring-Summer Term 2026 (2590)**  
(May - August)

**Fall 2026 (2610)**  
(August – December)

What are your expected terms of NCFD enrollment\*? Please list all terms (ex. SS26, F26, W27):

\*NCFD admission is valid for one term only. NCFD students may request to continue enrollment in the next term by submitting a Request to Continue Form. Visit <https://ssw.umich.edu/r/NCFD> for details.

Have you previously applied for admission to the School of Social Work on-campus?      No      Yes, term/year \_\_\_\_\_

Have you previously applied for admission to the School of Social Work Online MSW?      No      Yes, term/year \_\_\_\_\_

Have you previously taken courses offered by the School of Social Work (Extension or NCFD)?      No      Yes, term/year \_\_\_\_\_

**Statement of Purpose:** A statement of purpose is required. State the purpose for requesting enrollment as a Non-Degree/Special Student in one page and attach it to this application.

**Ethnicity: (U.S. Citizens & U.S. Permanent Residents only) – Optional**

The information requested below is optional and will not be used in the admissions process. It is collected to comply with state and federal reporting requirements, as well as for statistical purposes. Your answer, or decision not to answer, will have no bearing on the School of Social Work’s admission decision.

**Are you Hispanic or Latino?.**      **YES**      **NO**

Choose the Option(s) That Best Describe(s) Your Hispanic or Latino Background

Cuba    Mexico    Puerto Rico    Spain    Central America (please specify)

South America (please specify)      Other (please specify)





