

Information/Instructions for Applicants Seeking Admission as a Spring or Summer Guest

GUEST STATUS IS AVAILABLE for Institute, Workshop, and Short Course participants enrolling for the Spring and/or Summer Half-term only. **No application fee is required.**

ITEMS REQUIRED TO PROCESS THIS APPLICATION:

- Completed Application
- The Code of Conduct (located on page 4).
- An applicant who is currently enrolled as a Graduate Student in another institution, and who expects to return to that institution, may use the “Guest from Another Graduate School” section on page 2 of the Guest Application (in lieu of providing a transcript).
- All other applicants must submit an official transcript with the bachelor’s or master’s degree posted.

INTERNATIONAL STUDENTS if you are currently enrolled as a graduate student at another U.S. institution, your SEVIS record will be maintained by that institution. If you are currently overseas and will be attending the U-M as a guest student, you will need to complete the Affidavit of Financial Support and submit the form with the required financial documentation. The Affidavit of Financial support is available on our website at www.rackham.umich.edu/Admis/Affidavit_Ann_Arbor.pdf

IT IS THE STUDENT’S RESPONSIBILITY to read the Guidelines and to apply for admission and register under the correct residency classification. It is also the student’s responsibility to file a Residency Application for an official determination of status if any of the criteria detailed in the Guidelines apply. For more information see page 2 of the application.

COMPLETED APPLICATIONS should be submitted to the program who oversees the Institute, Workshop, and/or Short Course for approval. Once the program approves the application they will send it to Rackham Admissions.

SHORTLY AFTER THE ADMISSION HAS BEEN APPROVED by the Institute/Workshop, the Graduate School issues an Admission Letter which should be taken with you to registration. Institute/Workshop staff advise the student regarding registration procedures.

Contact the Director of the Institute or Workshop for further information including registration procedures.

PLEASE RETAIN THIS PAGE FOR FUTURE REFERENCE

Term of proposed enrollment Spring Summer Year _____

The Social Security Number is optional but important for helping us match your application with test scores and any other documents you may have on file. If you do not have a Social Security Number, leave line 1 blank.

1. U.S. Social Security Number: _____

2. Full Name: _____
Last/Family Name First Middle Other Names

3. Male Female 4. Birthdate _____ Birthplace _____

5. Citizenship: U.S. Citizen U.S. Permanent Resident Perm. Res. Reg. No.: A _____

Non-U.S. Country of Citizenship, if not U.S. _____ Visa: _____

6. For U.S. Citizens and Permanent Residents only: Race/Ethnicity (Optional)

The information requested below is optional and will not be used for admissions purposes. It will be used to satisfy federal reporting requirements and may be used for other purposes allowed by law.

Please indicate whether you consider yourself to be Hispanic or Latino.

- Yes, Hispanic or Latino: a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- No, not Hispanic or Latino.

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

- American Indian or Alaska Native: a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- Asian: a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Black or African American: a person having origins in any black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander: a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White: a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

6. U.S. Military service (if applicable)

Indicate your anticipated status at the time you enroll:

- | | | | |
|---------------------------------|--|------------------------------|--|
| On active duty U.S. military | <input type="checkbox"/> Yes <input type="checkbox"/> No | Veteran of U.S. armed forces | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| U.S. Reserves or National Guard | <input type="checkbox"/> Yes <input type="checkbox"/> No | U.S. Military Dependent | <input type="checkbox"/> Yes <input type="checkbox"/> No |

7. Current Mailing Address: *Current and Previous Rackham Graduate School Students: Be sure your address information is up-to-date on wolverineaccess.umich.edu.*

Current Mailing Address is valid until: _____

Street, Apt. # _____ City, State, Zip Code _____

Country _____

Daytime Telephone: (_____) _____ E-mail Address _____

8. Michigan Residency

It is the applicant's responsibility to read the University's Residency Classification Guidelines at <http://ro.umich.edu/resreg.php>, to apply for admission, and register under the proper residency classification.

Are you now a Michigan resident as defined by the University's Residency Classification Guidelines?
 Yes No

If yes, since when (month/day/yyyy)? _____

If you answered "Yes" and any of the following circumstances apply, you must file an Application for Resident Classification and be approved to qualify for in-state tuition:

- You currently live outside the state of Michigan for any purpose, including, but not limited to, education, volunteer activities, military service, travel, employment.
- You have attended or graduated from a college outside the state of Michigan.
- You have been employed or domiciled outside the state of Michigan within the last 3 years.
- You are not a U.S. citizen or Permanent Resident Alien (if you're a Permanent Resident Alien, you must have a Permanent Resident Alien card).
- 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 have attended or graduated from a high school outside the state of Michigan.
- You have attended or graduated from an out-of-state high school and have been involved in education pursuits for the majority of time since high school graduation.
- You previously attended any U-M campus (Ann Arbor, Dearborn, or Flint) as a nonresident.

Other circumstances may also require you to file a residency application.

For questions or assistance, contact the Residency Classification Office at (734) 764-1400.

The deadline dates for submitting an Application for Resident Classification apply to the term for which residency is sought and are as follows: September 30 for Fall Term, January 31 for Winter Term, July 31 for Spring, Spring/Summer and Summer Terms. Applications must be received by 5 p.m. on the deadline date. Applicants who do not file by the deadline date will be responsible for paying nonresident tuition. Processing times can be lengthy. It is recommended that applications be submitted as soon as possible.

9. Course(s) you wish to take (name and course #): _____

10. Have you previously applied to Rackham? No Yes, Term _____ Year _____

11. Have you previously enrolled in a Rackham program? No Yes, Term _____ Year _____

12. Last institution attended: _____
Institution State/Country (month/yr to month yr)

13. Undergraduate degree received from: _____
Institution State/Country Degree Conferred/Year

14. Currently enrolled as a Graduate Student at another institution: No Yes

Guest From Another Graduate School

Submit this form to the Dean of the Graduate School in which you are currently enrolled or admitted and request that it be submitted to the Rackham School of Graduate Studies, Admissions.

I certify that _____
Applicant's Name

is enrolled was enrolled and is in good standing is not in good standing at the institution listed below.

Field of specialization: _____

(SEAL)

Signature of Dean: _____

Institution: _____

Location: _____

Date: _____

All Other Applicants

Submit an official transcript with the bachelor's or master's degree posted.

International/Permanent Resident Section (to be completed by all non-U.S. citizens)

1. If currently in the U.S., what type of visa do you currently hold? _____ SEVIS ID: _____
(Please send a copy of I20/DS-2019)

Do you intend to hold the same type of visa while studying at the University of Michigan? Yes No

If no, indicate the status you intend to hold: _____

2. If currently outside U.S., what type of visa do you plan to obtain in order to enter the U.S.? _____

3. a. What is your native language? _____

b. If your native language is not English, it will be necessary for you to take one of the following: MELAB (Michigan English Language Assessment Battery) or the TOEFL (Test of English as a Foreign Language), or the IELTS (International English Language Testing Systems). Indicate which you plan to take or have taken:

ECPE on (give date): _____ If known, list total score: _____

ILETS on (give date): _____ If known, list total score: _____

MELAB on (give date): _____ If known, list total score: _____

TOEFL on (give date): _____ If known, list total score: _____

Signature: _____ Date: _____

Space Below for Internal Use Only

Admit Reject

Field Code: _____

Signature of Director of Institute/Workshop or Graduate Admissions Chair

Date

Phone

Admissions Conduct Code

Please answer the following questions, sign this form and return it to the Rackham Graduate School with the Rackham portion of your application.

Last Name (Family) _____

First _____

Middle _____

Term Applying for _____

Current Mailing Address

Street, Apt. No. _____

City _____

State _____

Country _____

Postal Code _____

Valid from (month/year) _____ to (month/year) _____

1. Have you ever been expelled, suspended, or placed on probation by any secondary school or college you have attended for reason of academic dishonesty or because of an offense that harmed or had the potential to harm others?

No Yes

2. Have you ever been convicted of a criminal offense other than a minor traffic violation, or been found to be delinquent by a juvenile court, or are there such charges currently pending against you at this time?

No Yes

If you answer yes to either of these questions, you must submit a full explanation.

By my signature, I certify that all answers I have given on this application and the essay responses 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.

Signature

(required): _____

Date _____

Mail to: Spring or Summer Guest
University of Michigan
915 E. Washington St.
Ann Arbor, MI 48109-1070
Phone: (734) 764-8129
Website: www.rackham.umich.edu

For office use only _____

CC: _____

Emplid# _____

Explanation:

If you need more space please attach a separate page.