Visiting Undergraduate Student Application

MATRICULATION

A visiting undergraduate student is not considered a matriculated student at Hofstra University. To seek matriculation, you must apply using the first-year student or transfer application.

If you have already completed an undergraduate degree, please contact the Graduate Admission Office to apply to Hofstra as an unmatriculated graduate student.

FINANCIAL AID

Visiting students are responsible for University tuition, fees, and other applicable charges in effect at Hofstra for the session or semester of attendance. Payment for this registration is the responsibility of the student, and if payment is not received or deferred by the due date, the student will be assessed late fees that are the student’s responsibility. If you are taking fewer than 12 credits in one semester at Hofstra, your tuition will be billed at the “part-time undergraduate, 199-level and below courses” rate. If you are taking 12-17 credits in one semester at Hofstra, your tuition will be billed at the “full-time tuition” rate. Please visit hofstra.edu/tuition for tuition and fee rates.

HOUSING

Housing may be available for visiting undergraduate students. Contact the Office of Residence Life at ResLife@hofstra.edu or 516-463-6930.

A COMPLETED APPLICATION MUST INCLUDE THE FOLLOWING:

Visiting From a College or University

1. Visiting Undergraduate Student Application.
2. Unofficial or official transcript from current or most recently attended college or university.
3. Completion of Dean of Students Certification and Recommendation Form (pages 6 and 7 of application).
4. A nonrefundable check or money order for $70 made payable to Hofstra University.

Note: Visiting undergraduate students are not permitted to enroll in graduate courses at Hofstra University.

Visiting From a High School

1. Visiting Undergraduate Student Application.
2. Recommendation from your high school guidance counselor.
3. Official transcript(s) from your high school.
4. A nonrefundable check or money order for $70 made payable to Hofstra University.

Note: High school students must have completed their junior year.

MAIL COMPLETED APPLICATION TO:

Hofstra University, Office of Undergraduate Admission
100 Hofstra University, Hempstead, NY 11549-1000
1. PERSONAL INFORMATION

Please print in ink.

*Please be sure to provide your legal given name (the name used on transcripts and standardized tests, for example).

<table>
<thead>
<tr>
<th>LAST NAME/SURNAME*</th>
<th>FIRST NAME*</th>
<th>MIDDLE NAME*</th>
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<tbody>
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PREFERRED FIRST NAME (if different from your legal name)

OTHER NAMES YOU HAVE USED

PERMANENT ADDRESS LINE 1

PERMANENT ADDRESS LINE 2 (IF APPLICABLE)

CITY

STATE/PROVINCE

ZIP/POSTAL CODE

COUNTRY

HOME PHONE NUMBER

CELLPHONE NUMBER

INTERNATIONAL PHONE NUMBER

[ ] I GIVE PERMISSION TO HOFSTRA UNIVERSITY TO SEND ME IMPORTANT UPDATES VIA TEXT MESSAGING. (Standard messaging charges apply.)

EMAIL ADDRESS

/ / 

SEX: [ ] FEMALE** [ ] MALE**

**Please indicate your sex. If your current legal sex differs from your sex assigned at birth, please feel free to report your legal sex. If you would like the opportunity, we invite you to share more about your gender identity via email to admission@hofstra.edu.

DATE OF BIRTH

SEXUAL ORIENTATION

CITIZENSHIP STATUS

[ ] U.S. Citizen or U.S. National

[ ] U.S. Dual Citizen

[ ] U.S. Refugee or Asylee

[ ] U.S. Permanent Resident

Country of citizenship:

[ ] Other (Non-U.S.) If “Other,” indicate country of citizenship and country of birth:

Do you currently hold a valid U.S. visa? [ ] Yes [ ] No

If “Yes,” indicate your current visa type:

Date of entry into the United States:

What college, university, or other institution issued your visa?

If “No,” indicate what type of visa you intend to apply for:

OPTIONAL INFORMATION

1. Are you Hispanic or Latino (a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race)? [ ] Yes [ ] No

2. Select one or more of the following to best describe your race:

[ ] American Indian or Alaska Native

[ ] Asian

[ ] Black or African American

[ ] Native Hawaiian or Other Pacific Islander

[ ] White

3. Please indicate your U.S. military service status (if applicable):

[ ] U.S. Reserves or National Guard

[ ] Veteran of U.S. Armed Forces

[ ] U.S. Military Dependent/Spouse/Widow(er)

Service Dates: (mo/yr)_________ to (mo/yr)_________
2. FAMILY INFORMATION

PARENT 1 OR LEGAL GUARDIAN

LAST NAME/SURNAME FIRST NAME

PARENT 1 RELATIONSHIP: ❑ FATHER ❑ MOTHER ❑ OTHER

IS PARENT 1 LIVING? ❑ YES ❑ NO

ADDRESS (IF SAME AS YOURS, WRITE “SAME.”)

ADDRESS (IF SAME AS YOURS, WRITE “SAME.”)

OCCUPATION EMPLOYER EMAIL ADDRESS

WORK PHONE NUMBER CELLPHONE NUMBER HOME PHONE NUMBER

COLLEGE(S)/UNIVERSITY(IES) ATTENDED HIGHEST DEGREE OBTAINED

PARENT 2 OR LEGAL GUARDIAN

LAST NAME/SURNAME FIRST NAME MIDDLE NAME

PARENT 2 RELATIONSHIP: ❑ FATHER ❑ MOTHER ❑ OTHER

IS PARENT 2 LIVING? ❑ YES ❑ NO

ADDRESS (IF SAME AS YOURS, WRITE “SAME.”)

OCCUPATION EMPLOYER EMAIL ADDRESS

WORK PHONE NUMBER CELLPHONE NUMBER HOME PHONE NUMBER

COLLEGE(S)/UNIVERSITY(IES) ATTENDED HIGHEST DEGREE OBTAINED

Parents’ marital status (relative to each other): ❑ Never married ❑ Married ❑ Widowed ❑ Separated ❑ Divorced ❑ Civil union/domestic partnership

Are you a Hofstra University employee or the legal dependent of a Hofstra University employee? ❑ Yes ❑ No

If “Yes,” please provide the applicable Hofstra University identification number: __________________________

To whom should we send communications? ❑ Parents jointly ❑ Father ❑ Mother ❑ Legal guardian ❑ Self ❑ Other

With whom do you make your permanent home? ❑ Both parents ❑ Father ❑ Mother ❑ Ward of court/state ❑ Legal guardian ❑ Self ❑ Other

Are any immediate family members graduates of, or students at, Hofstra University? ❑ Yes ❑ No

NAME RELATIONSHIP

________________________________________________________________________

________________________________________________________________________

3. ACADEMIC INFORMATION

Semester of entry: ❑ January Session 20 ___ ❑ Spring 20 ___ ❑ Summer Session I 20 ___ ❑ Summer Session II 20 ___ ❑ Summer Session III 20 ___ ❑ Fall 20 ___

Status: ❑ Currently attending high school ❑ Currently attending college ❑ Other ______________________

Have you applied to Hofstra before? ❑ Yes ❑ No ❑ If “Yes,” indicate semester and year: __________________________

HIGH SCHOOL DATA:

NAME OF HIGH SCHOOL CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

CEEB CODE (If unknown, see guidance office.)

What is your cumulative high school grade point average? _______ GPA scale: ❑ 4-point scale ❑ 5-point scale ❑ 100-point scale ❑ Other _______

Graduation Date: __/__/____

What is your class rank? ________________ Graduating class size ________________

If you earned a GED, when? ________________ If you earned a GED, what was your standard score? ________________

Continued on page 4.
Have you ever been adjudicated guilty or convicted of a misdemeanor or felony, or do you have any charges of a misdemeanor or felony pending against you? (Note that you are not required to answer “Yes” to this question or provide an explanation if the criminal adjudication or conviction has been expunged, sealed, annulled, pardoned, destroyed, erased, impounded, or otherwise ordered by a court to be kept confidential.)

❏ Yes  ❏ No  If “Yes,” attach a detailed explanation.

Have you ever been found responsible for a disciplinary violation at any educational institution you have attended from the 9th grade (or the international equivalent) forward, whether related to academic misconduct or behavioral misconduct, that resulted in your probation, suspension, removal, dismissal, or expulsion from the institution, or do you have any charges of disciplinary violations pending against you?

❏ Yes  ❏ No  If “Yes,” attach a detailed explanation.

If you are not currently in attendance at a high school/college/university, describe your activities since your last school attendance.

________________________________________________________________________________________________________________________________________________________
________________________________________________________________________________________________________________________________________________________
________________________________________________________________________________________________________________________________________________________

If there is any additional information you’d like to provide regarding special circumstances, additional qualifications, etc., please use the space provided.

________________________________________________________________________________________________________________________________________________________
________________________________________________________________________________________________________________________________________________________
________________________________________________________________________________________________________________________________________________________

5. AFFIRMATION

I affirm that I am currently a student in good standing at ___________________________ (high school/college/university) in ___________________________ (city, state, country): I am eligible to continue my classes at ___________________________ (high school/college/university); there are no pending disciplinary proceedings against me; I have not been convicted of any felony or misdemeanor charges; and there are currently no pending criminal charges against me.

SIGNATURE ___________________________ DATE ___________________________

6. DECLARATION AND SIGNATURE

❏ I declare that the information in my application is complete, factually correct, and honestly presented. I grant the appropriate school official(s) permission to release my transcript(s) to Hofstra University.

I waive my right to review or access letters and statements of recommendation written on my behalf.

❏ Yes  ❏ No 

SIGNATURE ___________________________ DATE ___________________________
HOFSTRA UNIVERSITY REGISTRATION/ADD/DROP FORM

Number of Credits:

Student’s Last Name ________________________________ First Name ________________________________ Hofstra ID# ___________________

Please print.                            Please print.

Level: UG – Visiting Student

❑ Visiting High School Student ❑ Visiting College Student

COURSE(S) I WISH TO ADD

<table>
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<tr>
<th>CRN</th>
<th>DEPARTMENT</th>
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TOTAL CREDITS

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By signing below, I understand and agree to all of the following:

1) That high school students or students from other colleges attending classes at Hofstra University are considered visiting students and are responsible for University tuition, fees, and other applicable charges in effect at Hofstra for the session or semester of attendance. Payment for this registration is my responsibility, and, if payment is not received or deferred by the due date, I will be assessed late fees that are my responsibility. [Tuition and fee rates are available at hofstra.edu/tuition and tuition due dates at hofstra.edu/academiccalendar. Please note there is no financial aid available from Hofstra University for visiting undergraduate students. However, financial aid from your home institution may transfer to Hofstra University. You should consult with your home institution’s financial aid office.]

2) That I am responsible for formally dropping or withdrawing from classes and that I will be held responsible in accordance with all University policies for tuition and fees as stated in the current online University Undergraduate Bulletin for my program of study, regardless of my class attendance.

3) That if I do not pay the full amount of my tuition, fees, and other amounts owed to Hofstra, I will be responsible for all costs and expenses associated with the collection of such unpaid amounts, including the fees of any collections agency, which may be based on a percentage of the total balance due (up to a maximum of 45% of the total balance due), and reasonable attorney’s fees.

If a visiting student is under 18 years of age, a parent or guardian must sign below. Parent/guardian signature indicates that the parent/guardian understands and agrees to the above and takes responsibility for payment of all amounts due as stated above.

_____________________________________________    __________ _____________________________________________    __________
Student Signature                      Date                         Parent/Guardian Signature
(if student is under 18)                  Date

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Please print.                            Please print.

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_____________________________________________    __________ _____________________________________________    __________
Student Signature                      Date                         Parent/Guardian Signature
(if student is under 18)                  Date

OFFICE USE ONLY

Counselor Signature
DEAN OF STUDENTS CERTIFICATION AND RECOMMENDATION FORM

TO THE APPLICANT:
Please complete this section and submit this form to the dean of students at each institution you have attended. Your signature authorizes the release of information regarding your disciplinary record. Failure to submit this form will prohibit review of your application. If you have been involved in any disciplinary action at a previous institution, we strongly encourage you to submit a detailed statement explaining the incident. The completed form must be sent directly to the address listed above or emailed to applicationupdate@hofstra.edu.

Applicant Information

LAST NAME/SURNAME
FIRST NAME
MIDDLE NAME

PERMANENT MAILING ADDRESS LINE 1

PERMANENT MAILING ADDRESS LINE 2 (IF APPLICABLE)

CITY
STATE/PROVINCE
ZIP/POSTAL CODE
COUNTRY

TELEPHONE

APPLICANT SIGNATURE (TO AUTHORIZE RELEASE OF STUDENT DISCIPLINARY RECORDS)
DATE

TO THE EVALUATOR:
This form is to be completed only by a campus official who has access to and is authorized to release information on disciplinary records. This is not an academic recommendation. Please complete the following information regarding the above-named student, who is applying for admission to Hofstra University as a visiting student. You may use the next page of this form or a separate sheet of paper for additional comments.

1. DO YOU HAVE ACCESS TO STUDENT DISCIPLINARY RECORDS?
   [ ] Yes   [ ] No

2. HAS THE APPLICANT BEEN THE SUBJECT OF ANY DISCIPLINARY ACTION FOR CONDUCT AT YOUR INSTITUTION EITHER ON CAMPUS OR OFF CAMPUS? (If “Yes,” please explain briefly on the next page of this form or a separate sheet of paper.)
   [ ] Yes   [ ] No

3. IS THE APPLICANT ELIGIBLE TO RETURN TO YOUR INSTITUTION?
   [ ] Yes   [ ] No

4. HAS THE APPLICANT BEEN SUSPENDED, DISMISSED, EXPELLED, OR FORCED TO WITHDRAW FROM YOUR INSTITUTION FOR DISCIPLINARY REASONS?
   [ ] Yes   [ ] No

5. HOW LONG HAS THE APPLICANT ATTENDED YOUR INSTITUTION?

6. TO THE BEST OF YOUR KNOWLEDGE, ARE THERE ANY FACTORS THAT WOULD INTERFERE WITH THIS APPLICANT’S ABILITY TO MAKE TYPICAL PROGRESS TOWARD EARNING A DEGREE? (If “Yes,” please explain briefly on the next page of this form or a separate sheet of paper.)
   [ ] Yes   [ ] No

Signature  Date

Name (Please print.)  Title/Position

School Name  Telephone

Email

FOR OFFICIAL USE ONLY: VISITING STUDENT APPLICATION
NONDISCRIMINATION POLICY: Hofstra University is committed to extending equal opportunity to all qualified individuals without regard to race, color, religion, sex, sexual orientation, gender identity or expression, age, national or ethnic origin, physical or mental disability, marital or veteran status (characteristics collectively referred to as “Protected Characteristic”) in employment and in the conduct and operation of Hofstra University’s educational programs and activities, including admissions, scholarship and loan programs, and athletic and other school-administered programs. This statement of nondiscrimination is in compliance with Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act Amendments Act, the Age Discrimination Act, and other applicable federal, state, and local laws and regulations relating to nondiscrimination (“Equal Opportunity Laws”). The Equal Rights and Opportunity Officer is the University’s official responsible for coordinating its overall adherence to Equal Opportunity Laws. Questions or concerns regarding any of these laws, other aspects of Hofstra’s Nondiscrimination Policy, or regarding Title IX as it relates to reports against employees or other nonstudents, should be directed to the Equal Rights and Opportunity Officer, who also serves as the Title IX Officer for Employee Matters, at HumanResources@Hofstra.edu, 516-463-6859, 205 Hofstra University, Hempstead, NY 11549. Student-related questions or concerns regarding Title IX should be directed to the Title IX Officer for Student Issues at StudentTitleIX@Hofstra.edu, 516-463-5841, 127 Wellness & Campus Living Center, Hempstead, NY 11549. For additional contacts and related policies and resources, see hofstra.edu/eoe.

CAMPUS CRIME REPORTING AND FIRE SAFETY STATISTICS: In compliance with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and other federal law, detailed information on campus security and fire safety, including statistics, is available by accessing the Hofstra website at hofstra.edu/campussafetyreport or by contacting the Advisory Committee on Campus Safety. Crime statistics are also available at the U.S. Department of Education website at ope.ed.gov/security. The Advisory Committee on Campus Safety will provide upon request all campus crime and fire safety statistics as reported to the U.S. Department of Education. For additional information or a paper copy of the report, please call the Department of Public Safety at 516-463-6606.

HOFSTRA UNIVERSITY HARASSMENT POLICY: Hofstra’s prohibition against discrimination is also addressed in Hofstra’s Harassment Policy. The Harassment Policy prohibits harassment – including sexual harassment and sexual violence – based on race, color, religion, sex, sexual orientation, gender identity or expression, age, national or ethnic origin, physical or mental disability, marital or veteran status. Hofstra University is committed to professional and interpersonal respect ensuring that no individuals are subjected to harassment or discriminated against in any way on the basis of any of these protected characteristics. Harassment based on any of these protected characteristics is a form of discrimination prohibited by law and by Hofstra University’s Harassment Policy. The Harassment Policy, which is available online at the link referenced below, contains complaint procedures for resolving complaints of harassment in violation of Hofstra’s Harassment Policy. Harassment policy link: hofstra.edu/harassment