

Santa Clara University
Enrolling in a Course outside One's Graduate or Professional Program

To provide graduate and professional school students at Santa Clara University with the opportunity to explore fields and disciplines outside their degree programs, Santa Clara University students in graduate and professional schools may apply to enroll as non-degree students in classes offered by another academic program or School of the University.

Each School's Student Services Office has an Enrolling in a Course Outside of One's Graduate Program form. Current Santa Clara students seeking to enroll in a course in a different Santa Clara School need to submit this form to the School in which they wish to enroll. Since current students have already been admitted to the University, the application fee and requirements for external letters, transcripts, and test scores will be waived. Non-degree student status does not constitute admission or advanced standing in the target program.

- To enroll in a class in another school a student must have completed relevant prerequisite courses or their equivalents.
- Pre-payment is required. Enrollment will be permitted only after the end of the add/drop period in order to ensure that students who are matriculated in the degree program can complete required curricula in a timely manner. Tuition will be reimbursed if the class is full.
- Students will pay the per-unit tuition charge of the School or program offering the class.
- Financial aid is not ordinarily available for enrollment across Schools.
- Santa Clara University students enrolling as non-degree students across Schools may enroll in only one course per term.
- The course will be recorded on the transcript, but credit will ordinarily not be applied toward the degree program in which the student is matriculated. The grade will ordinarily not be included in the GPA.
- Exceptions to any of the above must be approved by deans (or their designees) from the original and target schools.