

Community Student Application

Southeast Missouri Hospital College of Nursing and Health Sciences accepts students from the community who wish to enroll in courses but not pursue a degree or certificate program.

Applicants must provide the following:

- Completed application form
- \$50 non-refundable application and background check fee

Applicants must also request any one of the following items be sent directly from the institution to the Registrar (documents cannot be accepted from the applicant):

- High school transcript showing graduation date
- State issued high school equivalency transcript (online search will be conducted by Registrar for high school equivalency tests taken in Missouri)
- Letter or official transcript from current college or university stating good academic and disciplinary standing
- Letter from high school counselor stating status as a current high school student who has completed at least the junior year with cumulative high school GPA of at least 2.5 on a 4.0 scale and recommending enrollment in the College
- Letter from a home school teacher indicating completion of a minimum of 18 high school units with a cumulative GPA of at least 2.5 on a 4.0 scale and recommending enrollment in the College

Applicants who are admitted as Community Students may enroll in classes for up to two consecutive terms. Only courses classified by the College as general education are available to community students. Courses with prerequisite requirements will require proof of meeting the prerequisite such as a college transcript or placement test scores.

Community students who later wish to apply as a certificate- or degree-seeking student at the College will need to complete the regular admission form and meet all regular admission requirements. Completing courses as a community student does not guarantee regular admission.

Community students are not eligible for financial aid due to the non-certificate or non-degree status. A \$100 deposit is due for each course at time of enrollment. Refunds of the deposit will be issued only if a written request to withdraw from the course is received at least 2 weeks before the start date of the course. The remaining balance is due before the start date of each course. Refunds other than the deposit will be offered based on the published refund schedule.

Applicants should bring the completed application, background check form, and \$50 application fee to the College Monday through Friday 8 a.m. to 4:30 p.m. or mail to:

Attn: Admissions

Southeast Missouri Hospital College of Nursing and Health Sciences
2001 William Street
Cape Girardeau, MO 63703

Community Student Application

First Name: _____ Middle Name: _____ Last Name: _____

Maiden Name: _____ SS#: _____ DOB: _____

Mailing Address: _____ City/State/Zip: _____

Permanent Address: _____ City/State/Zip: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Email: _____ US Citizen or Permanent Resident? Yes No

Term you are applying for: Summer Fall Spring Year: _____

Emergency Contact: _____ Phone: _____

Address: _____

Course(s) you plan to enroll in: _____

I am applying as: (check one of the following)

Community member

Name and location of high school: _____

Date and location of high school equivalency exam: _____

Visiting student from another post-secondary institution (transcript from home institution)

Name and location of home institution: _____

High school student (requires letter from a high school counselor or home school teacher)

Name of high school or home school teacher: _____

Have you ever been convicted of a criminal offense? Yes No

If you answered "Yes" to any of the above questions, please explain the reason or nature of the offense. Include all offenses, even if you may have been told the offense would not appear on your record.

I affirm that all information supplied is complete and accurate. I understand that any misrepresentation or change of facts could be cause for refusal of admission, cancellation of admission, or suspension from the College.

Signature

Date