Thank you for your interest in Marymount University. We welcome qualified undergraduate and post-baccalaureate students who want to pursue a certificate or wish to take limited coursework, but not seek a degree. To apply for a certificate in graduate studies or seek admission to a graduate program as a nondegree student, please contact the Office of Graduate Admissions, (703) 284-5901.

Please note: F-1 visa students are not eligible to apply for undergraduate certificate programs or pursue study as nondegree students. If you are an international student holding a visa other than an F-1, please contact the Office of Admissions regarding your eligibility. Such students may only seek admission to post-baccalaureate certificate programs and must hold a bachelor’s degree.

certificate students
Marymount offers the following certificates:

- Computer Science (post-baccalaureate)
- Criminal Justice/Forensic Science (undergraduate)
- Forensic Computing (post-baccalaureate)
- Information Technology (post-baccalaureate)
- Web Design (undergraduate)

nondegree students
A nondegree undergraduate applicant is an individual who intends to enroll in a limited number of courses to increase vocational fitness, learn about recent developments in a field of interest, or transfer credits to a home institution. Some programs restrict classes that can be taken by nondegree students. If you have a question about whether the class you are interested in can be taken on a nondegree basis, please check with the Office of Admissions.

admission criteria/requirements
In order to be considered for admission to Marymount University as a certificate-seeking or nondegree student, applicants must submit the following items:

- the application with a $40 nonrefundable application fee
- high school or college transcripts reflecting a 2.0 minimum grade point average.

Applicants seeking a post-baccalaureate certificate must meet additional admission criteria:

- Computer Science applicants: Present proof of having earned a bachelor’s degree in any field from an accredited college or university and demonstrated knowledge of high school algebra and trigonometry.
- Forensic Computing applicants: Present proof of having earned a bachelor’s degree in any field from an accredited college or university and demonstrated knowledge of high school algebra.
- Information Technology applicants: Present proof of having earned a bachelor’s degree in any field from an accredited college or university and demonstrated knowledge of high school algebra.
- Eligible international student applicants: Please secure two certified–original college or university transcripts, translated into English — one to be sent directly to the Office of Admissions, the other to be sent for evaluation. Approved evaluation agencies can be found online at www.marymount.edu/admissions/undergrad/requirements-international.html. Also, if English was not the language of instruction at the institution from which you earned your degree, you are required to submit a TOEFL score. (Minimum acceptable score: 550 on the paper-based test, 213 on the computer-based test, 79 on the Internet-based test)

Certificate and nondegree students are subject to all academic policies of the institution; in addition, certain restrictions apply to nondegree students. Please consult the University’s Undergraduate Catalog for further information.

notification
Marymount University has a rolling admissions policy. Your application will be reviewed when all credentials have arrived. You will then be notified of a decision.
MARYMOUNT UNIVERSITY
Application for Certificate or Nondegree Studies

Office of Admissions · 2807 North Glebe Road, Arlington, Virginia 22207-4299 · Phone: (703) 284-1500 · Fax: (703) 522-0349

APPLICANT INFORMATION

Date ____________________

Name

Last/Family/Surname    First/Given/Personal    Middle    Maiden

PERMANENT HOME ADDRESS

Number and Street

City

State   ZIP   Country

(       ) _________________________    (       ) _________________________

Phone

Cell

CURRENT ADDRESS (IF DIFFERENT FROM PERMANENT ADDRESS)

Number and Street

City

State   ZIP   Country

(       ) _________________________    (       ) _________________________

Phone

Cell

E-mail ________________________________ Social Security # ________________________________

Male [ ]    Female [ ] Birthplace

Birthdate ____________________

Please send all correspondence to [ ] my permanent address [ ] my current address (valid until:__________)

Is English your first language?  [ ] Yes  [ ] No

Are you a U.S. citizen?  [ ] Yes  [ ] No (If no, please complete the shaded section below.)

What is your country of citizenship? ______________________________________

Are you a U.S. permanent resident?  [ ] Yes  [ ] No

If yes, please include a photocopy of your green card with your completed application.

If no, what is your visa type? ______________________________________

Have you previously applied to Marymount University?  [ ] Yes  [ ] No Application date _________

Have you previously attended Marymount University?  [ ] Yes From _______ to _______ Student Number________________________

ENROLLMENT INFORMATION

Semester/year you plan to enroll  [ ] Fall 20___  [ ] Spring 20___  [ ] Summer 20___

Certificate-seeking applicants, please indicate your program of interest:

[ ] Computer Science  [ ] Criminal Justice/Forensic Science  [ ] Forensic Computing  [ ] Information Technology  [ ] Web Design

Nondegree applicants, please indicate your area of interest: ________________________________

ACADEMIC INFORMATION

List all secondary and postsecondary schools (high school, college, etc.) you have attended, beginning with the most recent. Attach a separate sheet if you need more space.

School

City

State

CEEB code (if known)

Dates attended

Year graduated

To help us record transcripts of previous academic work, indicate any other names under which you attended another institution.

We request the following information in compliance with Title VI of the Civil Rights Act. Your response is voluntary and has no bearing on the admission decision.

Race  [ ] American Indian, Alaska Native  [ ] Asian  [ ] Black, African American  [ ] Hispanic of any race

[ ] Native Hawaiian, other Pacific Islander  [ ] White  [ ] Two or more races

Religion (optional) ________________________________

I certify that the above statements are true and complete. If admitted to Marymount, I agree to abide by the rules and regulations of the University.

Signature ___________________________ Date ___________________________

Marymount University does not discriminate on the basis of race, color, national origin, sex, age, disability, religion, or other protected class in any of its education programs or activities. Inquiries regarding nondiscrimination may be directed to Frank Rizzo, the Title IX coordinator, (703) 284-1615, or Chris Domes, the Title IX coordinator, (703) 284-1531. The Campus Safety Report, describing campus safety policies and campus crime information, is available upon request.

Mail this completed application, along with a $40 nonrefundable application fee (check or money order payable to Marymount University) to

Marymount University, Office of Admissions, 2807 N. Glebe Road, Arlington, VA 22207
questions
Should you have any questions, we can be reached by phone or e-mail:

Admissions Office ............... (703) 284-1500, (800) 548-7638
Fax ................................. (703) 522-0349
TTY access through Virginia Relay Service ......... (800) 828-1120
E-mail .............................. admissions@marymount.edu
Web site ......................... www.marymount.edu