



Eligibility Requirements

To be eligible for enrollment in undergraduate credit courses in the Special Student status, you must satisfy one of the following criteria:

- If you never attended college, you must be a high school graduate and have been out of high school for at least three years;
- If you have attended college, you must be eligible to return to your home institution; enrollment at your last accredited institution of higher education must not have resulted in an academic/disciplinary suspension;
- If you were previously determined to be ineligible for admission or ineligible to continue at UNO, you will not qualify for admission as a Special Student.

Credits Earned

Credits earned in undergraduate courses while you are enrolled in the Special Student status are recorded on your permanent academic record. Credits earned in the Special Student status may or may not be applied to a degree program at UNO. Application of credits to a degree program will only occur after you have been admitted to regular status by meeting full admission requirements at UNO. Students in Special Student status **may not** enroll in 6000 or 7000 level courses.

Academic Advisement

Acceptance in the Special Student status entitles students to enroll in undergraduate credit courses for which they are adequately prepared. Although a transcript of previous academic work is not required, Special Students who are planning to enroll in advanced courses are urged to have with them at registration transcripts or other evidence that they have a background indicating probable successful participation in such courses. Special Students may be admitted to a course for which they lack the specified prerequisites upon the approval of the department offering the course and the dean of the college to which the department belongs. Exceptions to prerequisites are not made for business courses.

Thirty Hour Rule

A student in good standing may remain in the Special Student status indefinitely. However, should the student transfer to a degree program, a maximum of thirty (30) semester hours of credit earned in the Special Student status will be allowed toward a degree program. In addition, a minimum of thirty semester hours must be completed in the senior college in which the degree is awarded.

(OVER)

Academic Standards and Regulations

Students in the Special Student status participate in credit courses side by side with degree students. Day, evening, and off-campus credit offerings of UNO are taught by regular faculty members. The standards maintained for each offering are the same. Outside preparation and study are required in all UNO credit classes. Students are advised not to enroll unless they have time to study and attend classes regularly.

The Special Student Program is under the supervision of the Dean of the Metropolitan College. Special Students are subject to University rules governing class attendance, minimum grade point average, schedule changes, resignations, and other academic regulations. Academic standing will be determined on the basis of coursework taken in the Special Student status only. A Special Student who is admitted later to regular status will have his/her academic status determined by the admitting dean, on the basis of the complete record, which will then be available.

A Special Student **may not** petition the Dean of Metropolitan College for scholastic amnesty or permission to take advanced standing examinations. In addition, a Special Student **may not** receive credit for courses bypassed, CEEB Advanced Placement Examinations, the College Level Examinations Program, armed services courses and correspondence courses. Special Students who change to degree status may petition the dean of the new college for all of the above.

A Special Student is eligible to apply for a grade suspension when a course is repeated. If a Special Student changes to degree status the grade suspension will be reviewed in light of the complete UNO and transfer record and may be nullified if it appears as though the student would not have been eligible for the original suspension.

Veterans

Veterans planning to attend UNO under one of the public laws governing veterans' educational benefits should not attempt to enroll in the Special Student status. **To be eligible for educational benefits, a veteran must enroll in regular status.**

International Students

International students are not eligible for Special Student status.

Financial Aid

Special Students are not eligible for Pell Grants and many other types of financial aid. Please check with our Financial Aid Office at (504) 280-6603 for more details.

Application for Degree Program

Students in the Special Student status desiring to change to a degree program must:

1. Apply for **regular** undergraduate admission prior to the application deadline.
2. Submit official transcripts from all colleges/universities attended.
(Special Students will not be admitted to regular status through provisional admittance.)
3. Meet minimum requirements for admission.