



## **Undergraduate Special Student Summer School Application - 2023**

### **INSTRUCTIONS—READ CAREFULLY**

The Undergraduate Special Student Summer School Application form is to be completed by all persons who desire to take a summer course for credit but who are not enrolled in a degree program during the summer 2023 semester at Wheaton. A Special Student is non-degree seeking. If you plan to pursue a degree at Wheaton, you need to complete the regular application process through the Admissions Office rather than completing this form. If you are accepted as a special student and decide to seek a degree at a later date, the College is not obligated to accept you into a degree program. (NOTE: Students who wish to audit a course should use the [Auditor Application](#).) In order to be considered an undergraduate special student for Summer 2023, the student must have graduated from high school prior to August 31, 2022.

Graduate students should contact the Office of Graduate Admissions for a Special Student Application: (630-752-5195) or ([graduate.admissions@wheaton.edu](mailto:graduate.admissions@wheaton.edu)).

Please note the following items:

1. Complete the application and sign the Community Covenant and Statement of Financial Responsibility forms below and return them to the Wheaton College Office of the Registrar. Applicants not currently enrolled at Wheaton must also include a \$50 deposit, unless applying to an off-campus program.
2. Send us your official college transcript. An official transcript is required for enrollment as a special student. Please have one sent immediately from a previous college, or from your high school if you have not previously attended college.
3. **All application materials must be submitted no later than two weeks before the beginning of the class that you plan to take. You will not be registered for classes until these items have been received.**
4. Make certain that you correctly list the course(s) you plan to take. One 4-credit course can be taken during each regular summer session. Only one course may be taken during a shortened special two-week session. Be certain that courses do not conflict. If credit is variable, indicate the amount of credit you desire. If no time is listed, the course will be taught on a TBA basis (to be arranged); you must obtain instructor approval to take the course.
5. Special students register after all degree students have registered and only for those courses which have not been filled. This means you should have more than one choice of courses when you arrive for registration.
6. Students who register for courses that note “Advance Preparation Required” must contact the sponsoring department for the preparation requirements.
7. If you indicate that you need campus housing, a copy of your form will be sent to the Housing Coordinator, who handles housing assignments. Questions related to housing should be directed to 630-752-5202.
8. We reserve the right to cancel any course that does not have sufficient enrollment (generally a minimum enrollment of 8 students is required). For us to have an accurate count for each course, we ask that you notify us immediately if your plans change. **If you do not officially withdraw, you will be billed, and payment expected even if you do not attend the course for which you are registered.**
9. Questions concerning any of the special programs should be directed to the Director of the program. This application is **REQUIRED** for registration **in addition** to the special program application you may have submitted to the program director. Study abroad programs may have additional requirements or prerequisites.

Questions concerning the application process, or the course schedule can be directed to:

Office of the Registrar  
630-752-5045

[Registrar@wheaton.edu](mailto:Registrar@wheaton.edu)



**Undergraduate Special Student  
Summer School Application – 2023**

This application is to be used by those who wish to take a summer school course for credit but who are not actively seeking a degree at Wheaton. **Please read all instructions before completing this form.**

Last \_\_\_\_\_ First \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

Date of Birth \_\_\_\_\_ Marital Status \_\_\_\_\_ Sex M F

U.S. Citizen, or \_\_\_\_\_ Country of \_\_\_\_\_

**Race & Ethnicity (optional - used for reporting purposes only)**

Do you identify yourself ethnically as Hispanic/Latino? Yes (origin \_\_\_\_\_) No

In addition, please select one or more of the following racial categories to describe yourself: (*You may specify origin.*)

American Indian or Alaska Native \_\_\_\_\_ Native Hawaiian or Pacific Islander \_\_\_\_\_

Asian \_\_\_\_\_ White \_\_\_\_\_

Black or African-American \_\_\_\_\_

**Admissions Status (check all that apply)**

Summer school only student: non-degree

Have already applied as a degree-seeking student at Wheaton for this fall

Attended Wheaton previously: semester and year of last attendance \_\_\_\_\_

Education Level	Name of School	Dates Attended	Diploma/Degree
High School			
College(s)			

**Do you need College housing?** Yes No Dates Needed \_\_\_\_\_

(Undergraduates who do not live at home are required to live in College housing.)

**If you are applying for an off-campus program, indicate which one:** \_\_\_\_\_

(You must also submit a separate application in [GoGlobal](#).)

**On-campus courses ONLY – Please indicate which courses you plan to take:**

CRN	Department	Course No.	Title	Credit Hours	Part of Term*

\*See the [Summer Course Schedule](#) for Part of Term codes. Off-campus programs and some short courses meet other dates.

Submit this form to [Registrar@Wheaton.edu](mailto:Registrar@Wheaton.edu).



**WHEATON  
COLLEGE**  
*For Christ & His Kingdom*

## **Community Covenant and Statement of Financial Responsibility**

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

### **Community Covenant**

The same standards of conduct that prevail during the school year are maintained during the summer. Candidates for degrees, students living in college housing, and students participating in off-campus/ overseas programs agree, as part of the admission application, to adhere to Wheaton's Community Covenant while enrolled.

Special (non-degree) students enrolled are expected to observe the following standards while on campus or involved in a Wheaton study program: to refrain from the possession or consumption/use of any form of alcohol, tobacco, marijuana, illegal drugs or the abuse of legal drugs; to refrain from all types of gambling; and to exercise responsible freedom in matters of entertainment such as television, movies, video, theater, concerts, dances, and the Internet.

I have read and agree to abide by the Wheaton College Community Covenant during my enrollment as a summer school student as stated above.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

### **Statement of Financial Responsibility**

I understand that I am responsible for all my student account charges and agree to comply with all financial policies and conditions published in the College catalog. I understand if my account remains unpaid 60 days after enrollment ceases and I will be responsible for any principal, interest, late charges, and collection costs.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Submit this form to [registrar@wheaton.edu](mailto:registrar@wheaton.edu).