

# REGISTRATION INFORMATION

## NON-MATRICULATED LEARNERS REQUIREMENTS

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### Continuing Education or Non-Degree Seeking Learners

Non-matriculated continuing education and non-degree seeking learners may register for individual courses without enrolling in a degree program. To register for courses as a non-matriculated learner, the applicant must meet the following requirements:

1. Pay the \$150 non-refundable application fee (the application fee is waived for active duty servicemembers and veterans of the U.S. Armed Forces).
2. Complete the Application for Admissions. The application and the paid fee are valid for one (1) year. Re-entry learners' application fees and entrance and placement exam scores are valid for one (1) year following the withdrawal date.
3. Submit official college transcripts for required course prerequisites to: Registrar, Nightingale College, 95 South State Street, Suite 400, Salt Lake City, Utah 84111. Any non-U.S. documents must be translated, if applicable, and evaluated by a certified academic credentials evaluation service. For more information, see the [Transfer of Credit](#) section of the Catalog.
4. Provide the required immunization and medical screening records (for courses with a direct focused client care experiential learning component). For more information, learners may refer to the corresponding section of a prelicensure academic program.
5. Complete and pass a criminal background check (for courses with a direct focused client care experiential learning component). For more information, learners may refer to the corresponding section of a prelicensure academic program.
6. Provide a current American Heart Association Basic Life Support (CPR and AED) certification (for courses with a direct focused client care experiential learning component). For more information, learners may refer to the corresponding section of a prelicensure academic program.
7. Complete and pass a 10-panel drug screening (for courses with a direct focused client care experiential learning component). For more information, learners may refer to the corresponding section of a prelicensure academic program.
8. Complete the Learner Funding process and submit all required documentation.

*Note: Non-matriculated continuing education or non-degree learners are not eligible for Title IV Federal Student Aid.*

*Tuition for non-matriculated, non-degree seeking learners who are Active Duty and Reserve Members of the U.S. Armed Forces for the GE courses COM 301, ENG 120, HUM 110, MAT 100, PSY 201, and SOC 220 is \$250 per academic semester credit plus applicable course fees (\$100 per course). Servicemembers may take up to five (5) of the aforementioned courses at the stated tuition rate.*

*Tuition for non-matriculated, non-degree seeking learners who are graduates of the College's Licensed Practical Nursing (LPN) to Associate of Science in Nursing (ASN) Program, taking additional general education (GE) courses needed for licensure in certain states, is \$525 per semester credit.*

1. Sign the Non-Matriculated Learner Enrollment Agreement.

### Degree-Seeking Learners

To matriculate in an academic program, enrolled degree-seeking learners must complete all matriculation requirements in accordance with the policies published in the specific academic program's section of the Catalog. These learners may be eligible for Title IV Federal Student Aid while enrolled in general education courses required for degree completion. However, non-matriculated degree-seeking learners who are subject to the completion of MAT 90 and/or ENG 90 and/or ENG 95 may not enroll in any college-level courses and are not eligible for Title IV Federal Student Aid.