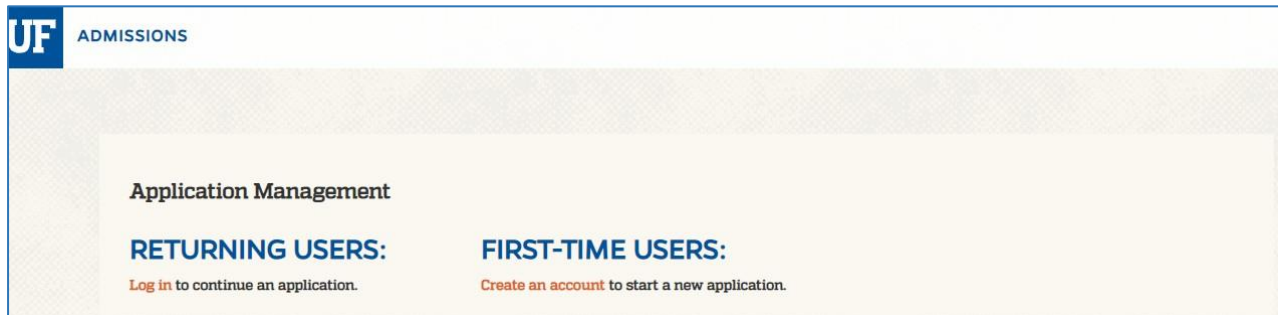


## NON-DEGREE APPLICATION STATUS PAGE

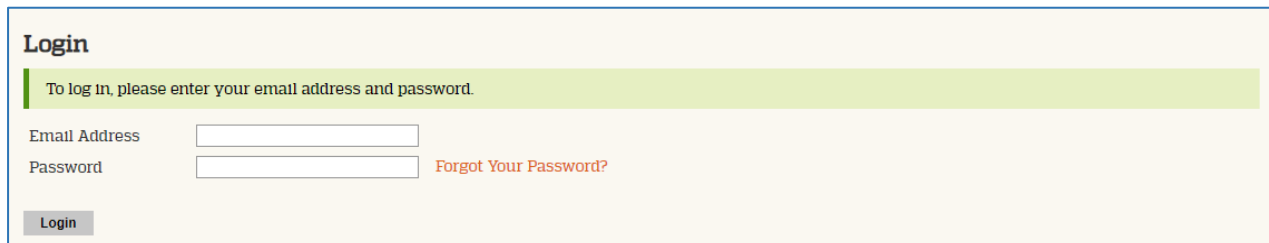
After a non-degree applicant submits an application, they will see a status page that confirms their application has been received. They should routinely monitor this status page for more information.

The applicant can log back into this page by going to <https://my.admissions.ufl.edu/apply/> where they initially applied, and selecting the link under Returning Users.



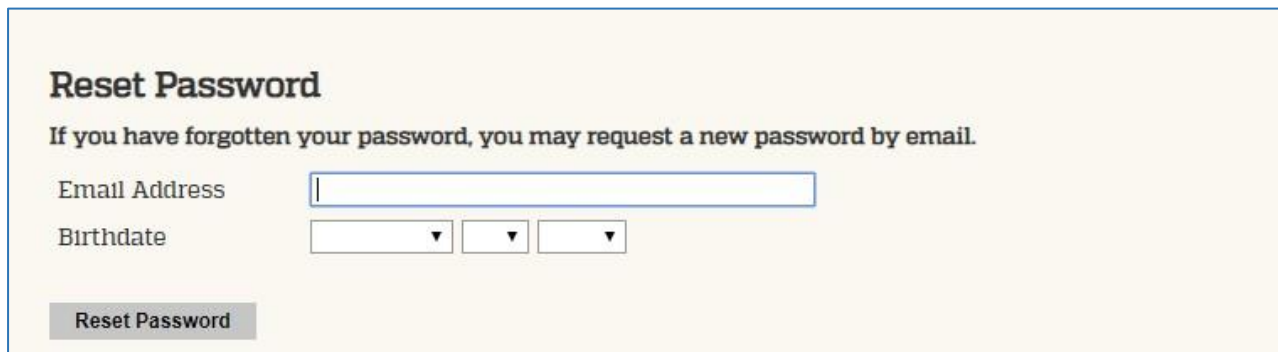
The screenshot shows the 'ADMISSIONS' header with the UF logo. Below it is a section titled 'Application Management'. There are two main options: 'RETURNING USERS:' with a sub-link 'Log in to continue an application.' and 'FIRST-TIME USERS:' with a sub-link 'Create an account to start a new application.'

They should sign in using the same email address and password that they used to create their application.



The screenshot shows a 'Login' section with a green instruction bar: 'To log in, please enter your email address and password.' Below this are two input fields: 'Email Address' and 'Password'. A link 'Forgot Your Password?' is located to the right of the password field. A 'Login' button is at the bottom left.

If the applicant has forgotten their password, click the "Forgot Your Password?" link. They will see the following screen. Enter the information to reset the password.



The screenshot shows a 'Reset Password' section with the instruction: 'If you have forgotten your password, you may request a new password by email.' Below this are two input fields: 'Email Address' (a text box) and 'Birthdate' (three dropdown menus). A 'Reset Password' button is at the bottom left.

The applicant must click the application under **Your Applications > Type** to view the Application Details and “Open Application”.

**Application Management**

**Your Applications**

Type	Status	Started	Submitted
You have started 1 application, listed below, using this account.			
2019 Non-Degree Application		08/19/2019	08/19/2019

**Application Details** (Pop-up window)

Started: 08/19/2019  
 Submitted: 08/19/2019  
 2019 Application Year  
 2019 Non-Degree Application

Buttons: Open Application, Cancel

RESOURCES: FOR COUNSELORS, FOR FAMILIES  
 CAMPUS: CALENDARS, CAMPUS SAFETY  
 CONNECT: CONTACT US, DIRECTORY

**UF UNIVERSITY of FLORIDA**

## RESIDENCY

The residency decision will ultimately be posted on the application status page next to the **Residency for Tuition Purposes** field. The applicant can click the link below this field for Residency Status Details.

Alberta Alligator [Logout](#)

2021 Non-Degree Application

**UF UNIVERSITY of FLORIDA**  
Office of the University Registrar

Hello Alberta,

Your Non-Degree application for admission to the University of Florida for the Summer A/C 2021 term has been received. Please refer to the information below to determine whether any additional information is required. If you have sent information to us recently, please allow time for processing.

\*Transcripts uploaded or received by mail will display on the Application Checklist as Transcript - Under Review. Once the transcripts are reviewed, these checklist items will be removed and the Awaiting Transcript checklist items will be updated accordingly.

**Residency for Tuition Purposes: Undetermined**

[Click here for your Residency Status Details](#)

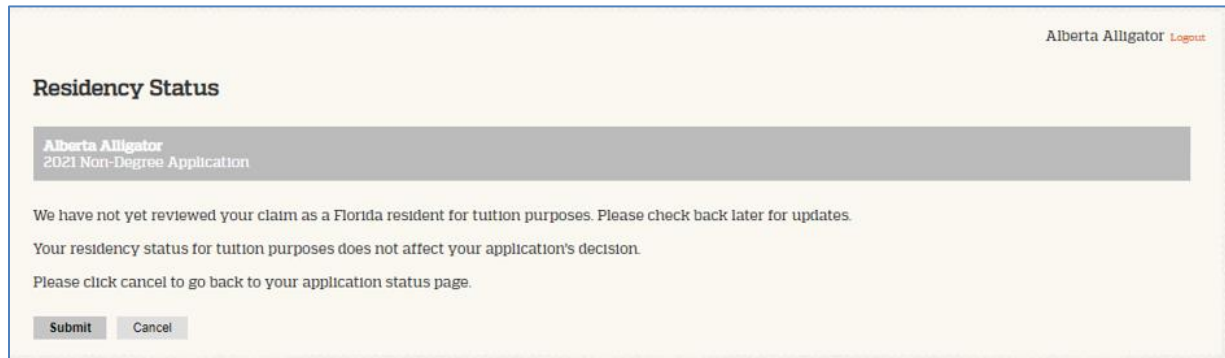
**Verify Address**

We have your addresses listed as follows:

*Permanent Address*  
 1478 Union Rd  
 Swamp Villa  
 Gainesville, FL 32611-0001  
 United States

*Mailing Address*  
 1478 Union Rd  
 Swamp Villa

Before the residency information is reviewed, the applicant will see the following message:



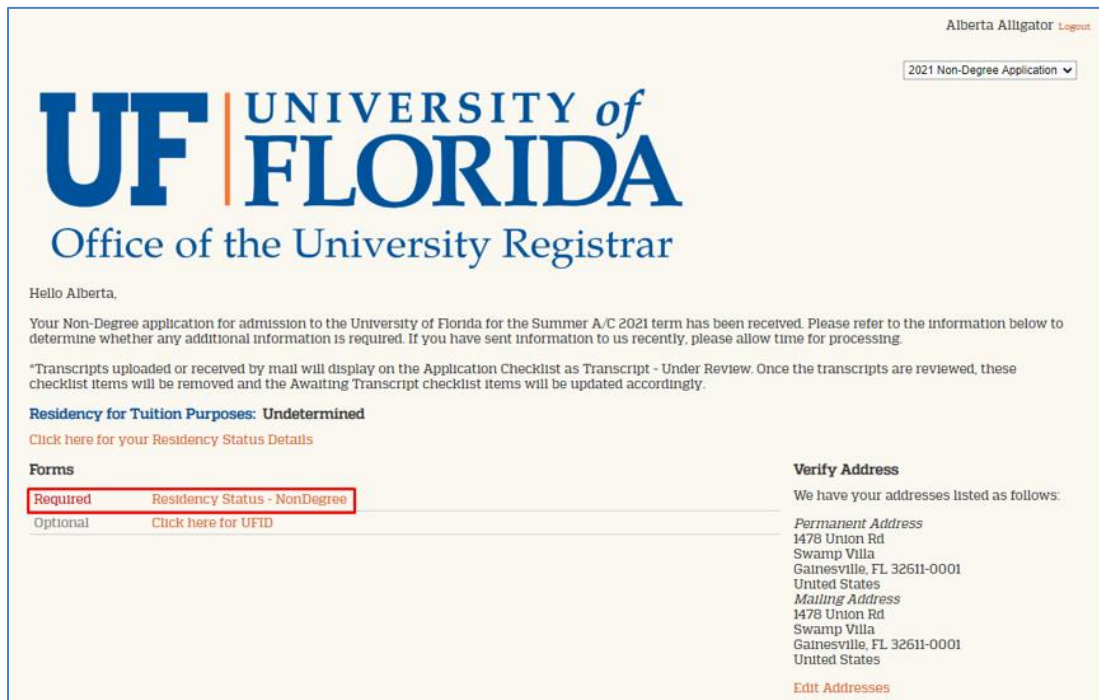
Alberta Alligator [Logout](#)

### Residency Status

Alberta Alligator  
2021 Non-Degree Application

We have not yet reviewed your claim as a Florida resident for tuition purposes. Please check back later for updates.  
Your residency status for tuition purposes does not affect your application's decision.  
Please click cancel to go back to your application status page.

The applicant should continue to monitor the application status page in case additional documentation is requested. Note: the applicant will **NOT** receive that request via email. However, they will see the request under **Forms > Residency Status – NonDegree**.



Alberta Alligator [Logout](#)

2021 Non-Degree Application

# UF UNIVERSITY of FLORIDA

## Office of the University Registrar

Hello Alberta,

Your Non-Degree application for admission to the University of Florida for the Summer A/C 2021 term has been received. Please refer to the information below to determine whether any additional information is required. If you have sent information to us recently, please allow time for processing.

\*Transcripts uploaded or received by mail will display on the Application Checklist as Transcript - Under Review. Once the transcripts are reviewed, these checklist items will be removed and the Awaiting Transcript checklist items will be updated accordingly.

**Residency for Tuition Purposes: Undetermined**  
[Click here for your Residency Status Details](#)

**Forms**

Required	Residency Status - NonDegree
Optional	<a href="#">Click here for UFID</a>

**Verify Address**  
We have your addresses listed as follows:

*Permanent Address*  
1478 Union Rd  
Swamp Villa  
Gainesville, FL 32611-0001  
United States

*Mailing Address*  
1478 Union Rd  
Swamp Villa  
Gainesville, FL 32611-0001  
United States

[Edit Addresses](#)

If they click the Residency Status – NonDegree link, they will see a description and a button to upload a single file. These descriptions can vary depending on the application and what missing documentation needs to be provided in order to meet Florida residency for tuition purposes. All requested documentation should be consolidated into one file.

**Residency Status - NonDegree**

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**Alberta Alligator**  
2019 Non-Degree Application

We have reviewed your information in support of your claim as a Florida "resident for tuition purposes." Currently, we are unable to determine your residency classification. Please provide the following documentation for our review:

At least two Florida legal documents are required from the person claiming Florida residency. Examples of valid documentation include the claimant's voter registration, driver's license, identification card, and/or vehicle registration. All submitted documents must have been issued at least one year prior to the start of the term for which the applicant applied. However, if a document is a renewal, the claimant may self-report the original issue date.

Please submit documents evidencing family ties in the state of Florida.

Submit verification of employment. Your employer must indicate the duration and location of your employment, as well as the average number of hours that you work per week.

Other documentation as follows:

family ties

---

At present, your residency classification is undetermined. Please be aware that your status will automatically change to non-Florida if it remains unresolved. We will reevaluate your residency classification upon receipt of additional documentation.

Your residency status for tuition purposes does not affect your application's decision.

Upload File  
Please upload all of the above in a single file.  
Choose File | No file chosen

They will know that the documentation they have submitted has been reviewed and met the criteria when they see the following:

**NOTE:** A green check mark alone does not necessarily mean the documents have met the criteria. The student should check the decision next to the Residency for Tuition Purposes field or they can click "Display" to learn their residency status.

**Residency for Tuition Purposes: Florida**  
[Click here for your Residency Status Details](#)

Forms	
<span style="color: green;">✔</span> 07/06/2019	<div style="border: 1px solid red; display: inline-block; padding: 2px;">Residency Status - NonDegree</div> <span style="margin-left: 10px;">Display</span> <span style="margin-left: 10px;">Submit New</span>
Optional	<a href="#">Click here for UFID</a>

If they click the Display link, the following statement should appear on a new page:

**You have been classified as a Florida resident for tuition purposes.**

## APPLICATION DECISIONS

Once residency documentation has been reviewed and processed accordingly, the application is referred to the college for review. As stated in the [Undergraduate Catalog](#), "Course enrollment requires the approval of the college at the beginning of each term."

After the college reviews the application and makes a decision, the decision is released by the Office of the University Registrar. When a decision has been released for a **Standard Non-Degree** applicant (i.e., Florida Shines, EEP non-degree, State Agency non-degree, or applicants not participating in a Non-Degree Special Program), they will see the following Status Update link on their application status page.

***Special Programs applicants will see a Status Update directing them to contact the applicable college for additional information.***



The screenshot shows an email header with the University of Florida logo and the text "UNIVERSITY of FLORIDA" and "Office of the University Registrar". Below this is a yellow highlighted section titled "Status Update" with the text "New updates to your application were posted February 18, 2021." and a red-bordered button labeled "View Update >>". The body of the email starts with "Hello Alberta," and continues with "Your Non-Degree application for admission to the Journalism & Communications Non-Degree degree program at the University of Florida for the Spring 2021 term has been received. Please refer to the information below to determine whether any additional information is required. If you have sent information to us recently, please allow time for processing."

If a Standard Non-Degree applicant clicks “View Update” under the Status Update section, they will see the following letter with more information about prerequisites/seat availability, immunizations, registration, Gatorlink account creation, and E-Learning. If they listed courses on their application, those will also display towards the top of the letter (after the first sentence):

February 18, 2021 [Download PDF](#)

**UF UNIVERSITY of FLORIDA**

Office of the University Registrar www.registrar.ufl.edu

Hello,

We have received your Spring 2021 Non-Degree application and you have been approved to register for the following course(s):

- CMC1234
- ADV4321

The Non-Degree Registration period for this term opens on **January 13, 2021 after 5:00pm**. You will need to be registered by **11:59pm on January 15, 2021** to avoid the \$100 late registration fee. After this date, the online student registration system will be closed and you will need to contact the college that offers the course(s) to register.

Please remember you are only allowed to enroll in online sections of the approved courses you requested on your application. If you enroll in another section you will be subject to being dropped from the section.

**You now need to do the following:**

- Meet the Immunization Requirement (Previous students might have already met this requirement. To view, please log onto [one.ufl.edu](http://one.ufl.edu) -> Holds)
- Demonstrate you have met any pre-requisites to the department offering the course(s)
- Register using the registration system at [one.ufl.edu](http://one.ufl.edu)

**Pre-Requisites and Seat Availability**

Seats in STEM (Science, Technology, Engineering and Math) courses are in high demand, and we strongly advise students to be as proactive as possible when attempting to register for these courses. Some courses may not allow non-degree students to enroll. Many of these require pre-requisites (listed on the Schedule of Courses <https://one.ufl.edu/soc/>) and you must provide proof that you have met these to the department offering the course(s), BEFORE you are able to enroll. Even after this has been done, classes often fill up quickly; an approved non-degree application does not guarantee you a seat in your chosen course(s).

Please also be aware that online courses have a finite amount of seats available, based on the instructor's workload and best teaching practices for our students. Enrollment in these is on a first-come, first-serve basis.

**Immunizations**

All students at the University of Florida must comply with the immunization requirement.

You may find information on the immunization requirement at: <http://healthcompliance.shcc.ufl.edu/immunizations-2/immunizations/>

Students who have not fulfilled the immunization requirement will not be able to register.

**Registration**

Before the Non-Degree Registration period closes, you can register online for courses through the term's Registration menu at: [one.ufl.edu](http://one.ufl.edu)

Once the term's Drop/Add period ends, this system will be closed and you will need to contact the college that offers the course(s) to register.

*Please note: Non-degree credit may be applicable to a UF degree upon subsequent admission to degree status and determination of appropriate application of such credit in the student's degree program. Authorization to enroll as a non-degree student in no way implies future approval for admission as a degree-seeking student. The credit hours earned from non-degree course work may be transferred to other institutions. Students should verify with their parent institution whether courses taken at UF in a non-degree status will be accepted for credit.*

**GatorLink Accounts**

A UF GatorLink account (computer & email access) is necessary to register online. Students should receive an emailed invitation to create their GatorLink accounts once their UF record has been established; this may take up to one business day. Simply follow the link and subsequent prompts to create your account.

Please remember that your UFID can be found on your application status page. If you experience any issues or have not received an email invitation to create a GatorLink account, please contact the UF Computing Help Desk at 352-392-4357. GatorLink is the official University of Florida email system. You are required to maintain a GatorLink account and are responsible for any information sent to you at this email address.

**Does my course have an online component?**

Please visit <http://elearning.ufl.edu/> to access Canvas.

Sincerely,

**UF UNIVERSITY of FLORIDA**  
Office of the University Registrar

*The Foundation for The Gator Nation*  
An Equal Opportunity Institution

## UFID INFORMATION

Applicants can also view their UFID on the application status page under **Forms > Click here for UFID**.

Alberta Alligator [Logout](#)

2021 Non-Degree Application ▾

# UNIVERSITY of FLORIDA

## Office of the University Registrar

Hello Alberta,

Your Non-Degree application for admission to the University of Florida for the Summer A/C 2021 term has been received. Please refer to the information below to determine whether any additional information is required. If you have sent information to us recently, please allow time for processing.

\*Transcripts uploaded or received by mail will display on the Application Checklist as Transcript - Under Review. Once the transcripts are reviewed, these checklist items will be removed and the Awaiting Transcript checklist items will be updated accordingly.

**Residency for Tuition Purposes: Florida**  
[Click here for your Residency Status Details](#)

**Forms**

✓ 08/06/2020	Residency Status - NonDegree	<a href="#">Display</a>	<a href="#">Submit New</a>
Optional	<a href="#">Click here for UFID</a>		

**Verify Address**  
We have your addresses listed as follows:

*Permanent Address*  
1478 Union Rd  
Swamp Villa  
Gainesville, FL 32611-0001  
United States

*Mailing Address*  
1478 Union Rd  
Swamp Villa  
Gainesville, FL 32611-0001  
United States

[Edit Addresses](#)

It will display the following information on a new page:

### Click here for UFID

**Alberta Alligator**  
2019 Non-Degree Application

First Name

Last Name

UFID

Click your browser's back button or close the browser to exit.