



Dear Prospective Student:

IF you are currently a USD student, do NOT complete this form.
Forms for USD students are available in Founders 117 or by calling (619) 260-2742.

IF you are not a USD student and have a bachelor's degree, do NOT use this form.
You must apply for Special Student status through the Office of Graduate Admissions in Serra Hall, or by calling (619) 260-4524.

IF you do not have a bachelor's degree and are not a student at USD, the following forms may be downloaded from our website at www.sandiego.edu/sio, completed and submitted with your application:

- Academic Integrity at USD form
- Registrar's Information form
- FERPA Compliance form

In addition, the following documents must be included with your application for Special Student status at the University of San Diego:

- Unofficial Transcript(s) from all post-secondary institutions
- Letter of Approval from your present institution if currently attending. This ensures that your school will accept the units you take at USD
- Non-refundable check in the amount of \$55.00 must accompany the registration
- If you are a high school student, see our Summer or Intersession bulletin for registration information.

Once you have submitted your complete application packet to the Summer and Intersession Office, it takes approximately one to two weeks for a decision to be made on your application. We will contact you by telephone to notify you of your enrollment status and inform you of the amount of your tuition if you are accepted.

If you have any questions, please feel free to contact us at (619) 260-2742.

Sincerely,
Kim Parks
Associate Registrar
Summer and Intersession Office

Summer and Intersession Office
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