



CASE WESTERN RESERVE UNIVERSITY

WEATHERHEAD SCHOOL OF MANAGEMENT

Non-Degree/Certificate Program Application for Admission

The Weatherhead School of Management's non-degree program is intended for students who desire to enhance their academic skills in a particular area or class niche or for professionals seeking to further develop their credentials. Prospective students that wish to take preliminary classes for MBA program enrollment should contact the Weatherhead Admissions office to discuss options.

Non-degree students may take a maximum of 12 credit hours (4 Management or Mandel courses), excluding MGMT 403, ACCT 401, BAFI 402, MKMR 403, and MGMT 499; Non-degree students in a certificate program may take a maximum of 15 credit hours (5 courses).

Personal Data (please print):

Mr. Ms. _____
first middle last

Other name under which documents may be issued: _____

Current address: _____
Street Apartment number

_____ City State Zip Code County Country

_____ (Area Code) Telephone number E-mail address Fax

Social Security Number: _____ Date of Birth: _____

Place of Birth: _____ Citizenship: _____

Visa Type (if not US citizen):

- F1 (student) H1 (temporary worker) H4 (married dependent of H1)
 J1 (visitor/exchange student) PR (permanent resident) Other (please specify) _____

Demographic data for government survey purposes (optional)

Marital status: Single Married Divorced Widowed

Ethnic group: Caucasian African-American Native American
 Hispanic Asian/Pacific Other _____

Do you have a handicap which limits your access to buildings and/or class? yes no

Have you previously applied to the Weatherhead School? No Yes
If Yes, Please Specify: Program Name: _____ Semester _____

Program Intentions:

Starting Semester: Fall 200 _____ Spring 200 _____ Summer 200 _____

(over)

Reason(s) for application to non-degree program (check all that apply):

- Taking course(s) for personal/job enrichment
- Enrolling in a Management Certificate Program (title) _____
- Other (please explain): _____

Educational Background

Please list the names of all colleges or universities attended. **A separate official transcript of your academic record from each institution from which you received a degree must be sent to the address below. You may either have the institution send the transcript directly to our office or have it addressed to you. If you have the transcript sent to you, it can only be considered official if it is forwarded to our office in the sealed/signed envelope.**

Name of School	Dates Attended	Grad Date	Degree/Major
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Present Employment

Title _____
 Company _____
 Address _____
 City, State, Zip _____
 Business Phone _____ fax _____

Years of Full-time Work Experience

Please specify the total number of years you have worked full-time (do not include part-time, summer or co-op employment): _____ Current Salary: _____
 Years, Months

To the best of my knowledge, the information contained in this application is a true, complete and accurate account.

 Signature Date

Application Fee: An application fee of \$75 is required from all applicants applying after the application deadline (December 1st for Spring, May 1st for Summer, August 1st for Fall), otherwise this application fee is waived. If submitting the application after orientation occurs for the program, an additional \$75.00 administrative fee will be charged (\$150 total). These fees are applicable to all applicants, including CWRU employees. Make your check payable to CWRU.

Admission Criteria: 3.0 Undergraduate/Bachelor cumulative GPA suggested (2.8 - 3.0 GPA at the discretion of the Admission Committee)

Current Resume: Please attach a copy of your current resume.

All documents should be forwarded to: Admissions Office – 150 Peter B. Lewis Building
 Case Western Reserve University
 10900 Euclid Avenue
 Cleveland, OH 44106-7235
 Phone: 216-368-2030 Fax: 216-368-5548