

# NON-DEGREE APPLICANTS

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If you are interested in taking graduate-level courses at Pace, but are not ready to enroll in a full degree program, you may be eligible to take up to 6 graduate credits as a non-degree seeking student.

Courses are offered to individuals who qualify by virtue of previous education or professional experience. You can browse course offerings, by semester, through the online course schedule. To apply, please complete the Graduate Non-Degree Application.

Schedule an appointment with the Office of Graduate Admission (see locations below). Bring your transcript indicating conferral of your bachelor's degree along with the completed application.

If you have any questions or concerns, please contact the Office of Graduate Admission for the campus to which you are applying.

## Office of Graduate Admission

One Pace Plaza  
New York, NY 10038  
(212) 346-1531  
graduateadmission@pace.edu

## Office of Graduate Admission

Vineyard House  
861 Bedford Road  
Pleasantville, NY 10570  
(914) 422-4283  
graduateadmission@pace.edu

## Visiting Degree Applicants

A student currently in good standing in a comparable graduate program at another institution may apply to take traditional in-class or online courses within a Pace University graduate program. Applicants accepted as Visiting Students may take a maximum of two courses in a Pace graduate program.

**Step 1.** Access the Pace class schedule to see what courses are available.

- Under *Choose Term* select the term in which you wish to enroll
- Under *Level* select Graduate
- Under *Choose Subject* select the class(es) that interest you
- Use the *Choose Campus* menu to find online courses, or if you specifically want to attend our NYC or Westchester campus
- Click on the Search button and the results will appear
- For any particular course listed, you can access details - including prerequisites - using the "More Info" link on the right

**Step 2:** Download the PDF of the Visiting Student Application.

- Complete the application and note in which course(s) you wish to enroll
- Mail the application to either of the Offices of Graduate Admission listed below

Registration for courses is on a space-available basis and the courses must be completed in the semester or summer session for which the visiting student applied.

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