

# NON-DEGREE STUDENTS

Non-Degree Graduate Students have earned a Bachelor's or higher degree and wish to enroll in graduate courses prior to matriculation in a program. Generally, non-degree students are completing a combination of graduate and undergraduate pre-requisite coursework before starting a graduate program, fulfilling teaching certification requirements, or seeking personal fulfillment. Students eventually matriculating to a graduate degree program are allowed to register for 9 credits as a non-degree student.

## To enroll as a non-degree student:

1. Visit [Records & Registration's webpage for Non-matriculated Student Registration](#).

## Information for New Non-Degree Students

The information below should help navigate the semester with us as a non-degree student:

### Advising

As a non-degree graduate student, please reach out to the department offering the course in which you would like to enroll, with any questions regarding your enrollment, transfer credit, or if you decide to apply for matriculation into a graduate program.

### Registering for Classes

Within 24 hours of receiving notification that your application has been finalized, you will receive an email with your **New Paltz Computer User ID (NPCUID)** and **password information** to log into New Paltz's Student Portal called my.newpaltz.edu. You will use your NPCUID to log into my.newpaltz.edu, where you can manage your registration, student account, and access Brightspace (which is used to access your online and seated courses), and Hawkmail (your New Paltz email account). You may review step-by-step directions for registering here: [Register for Classes](#)

### Email

A New Paltz email account will be generated for you upon course registration. To access your campus email, click the **Email** link on the [www.newpaltz.edu](http://www.newpaltz.edu) homepage.

### IMPORTANT:

Check your New Paltz email account regularly, or have your messages forwarded to a personal account. All correspondence including student invoices will be made via your New Paltz Email account.

### Health Forms

All students must provide proof of immunization for mumps, measles, and rubella (MMR) and submit the meningitis information response form. In addition, all SUNY students must also provide documentation of COVID vaccines in order to register for in-person classes. Prior to registering for classes, students must upload documentation into the COVID-19 profile in my.newpaltz.edu in order to enroll for in-person classes. For more information regarding our immunization requirements, the meningitis law, and to download the appropriate forms, please visit the [Student Health Center's website](#).

### Books

You may choose to purchase books before classes begin or wait to receive the book list on the first day of class. If you wish to purchase books before classes begin, you may contact the [Campus Bookstore](#) at (845) 257-3050.

### Library

The Sojourner Truth Library provides you access to a large collection of physical books and research materials, computers to access online research, multimedia research, and research librarians to assist you. You must have your student ID card and be current on your tuition to check out books. You may find information on the library [here](#).

### Dining on Campus

Review our [dining web page](#) to see which campus dining facilities are open at any time of the day.

### Parking

All students planning to use the parking facilities must obtain a parking hang-tag from the Parking Office in Wooster Hall, rm 114. Parking permit applications may be downloaded from their [website](#).