NORTHERN ILLINOIS UNIVERSITY | COLLEGE OF EDUCATION

Applying to NIU as an Student-at-Large (SAL)

Students-at-large are not admitted to a degree-granting program. As non-degree seeking students, SALs can take graduate-level classes. If admitted to a degree-granting program, students-at-large can apply a limited number of hours taken as an SAL toward a degree.

To submit an application to be a student-at-large, you must upload proof that you have received a baccalaureate or higher degree. Such proof can be an unofficial copy of a transcript or a teaching license or a photocopy of a diploma. When you begin the application process, have a PDF of one of those documents ready to upload.

Who Are SALs?

- Students who take classes for their own enhancement.
- Students who desire only a certificate of graduate study.
- Public school teachers who complete graduate-level courses to maintain their state teaching license.
- Teachers and other school professionals pursuing an advanced endorsement that does not require a master's degree.
- Students seeking an Initial Teacher Certificate.
- Students waiting to hear whether they have been admitted to a graduate program.

SALs are subject to all of the same rules governing degree-seeking graduate students.

SALs are generally not eligible for Federal Financial Aid or institutional support to defray the cost of attendance.

Application Process

All application materials must be uploaded through CollegeNet. Instructions to create your own account can be found at: **go.niu.edu/gradapply**

Application Tips

Gather all of your materials in advance to make the application process as easy as possible.

- Files must not exceed 10 MB, only .doc, .docx, PDF and RTF files are accepted.PDF files cannot have a digital signature.
- Each file should be saved separately. Multi-page documents must be saved as one file. For example, a two-page transcript from one college must be saved and uploaded as a single document

When scanning hard copy materials to upload into your application, please note:

- The resolution should be no more than 300 dpi. Black and white is recommended.
- Removing images will help reduce the file size.
- You do not need to own a scanner to scan documents. You can use free mobile phone apps (such as Camscanner) to image documents, convert them to PDF and upload them.

NORTHERN ILLINOIS UNIVERSITY
College of Education

More Information

Ted Moen, External Programs Coordinator
Office of External & Global Programs
tmoen@niu.edu
815-753-6907

NIU Graduate School
gradsch@niu.edu
815-753-0395

Apply Today!

Start the application process at: go.niu.edu/gradapply

If you have all of your materials gathered ahead of time, the process should take no more than 15 minutes.

The Student-at-Large application fee is $10.