**STUDENT INFORMATION**

Student Name ___________________________  Banner ID + ____________

You are classified by the Registrar’s Office as a non-degree seeking or second Bachelor’s student. Non-degree students are not eligible for federal financial aid. Submit the applicable information from the sections below to the One Stop for Student Success Services.

**SECOND BACHELOR’S DEGREE**

If you are pursuing a second undergraduate degree, you must be enrolled in a different degree program than the one you previously completed in order to be eligible for financial aid. YOUR ACADEMIC ADVISOR SHOULD COMPLETE THE INFORMATION BELOW.

1. List type of degree(s) previously earned and the date granted: __________________________ Date: ________________
2. List type of degree that student is currently seeking: ________________________________
3. The number of credit hours from all previous degrees that will count towards new/current degree according to a DARS audit: __________________
4. Additional credit hours needed to complete degree (Including current enrollment): _____________

Academic Advisor Signature  Date  Print Advisor Name  Advisor Phone Number

**TEACHER CERTIFICATION/LICENSURE**

TO BE COMPLETED BY AN ACADEMIC ADVISOR.

1. List the program the student has applied to and will receive certification/licensure: __________________________
2. Attach the student’s specific plan of coursework by academic semester. This plan must list each course subject & number.
3. Are the courses in the attached plan of study required for certification/licensure?  YES  NO
4. What is the student’s expected program completion date: __________________________

Academic Advisor Signature  Date  Print Advisor Name  Advisor Phone Number

**CONDITIONAL GRADUATE STUDENT**

TO BE COMPLETED BY AN ACADEMIC ADVISOR.

1. Has the student been officially accepted or conditionally accepted into the graduate school?  YES  NO
2. The reason for the conditional status: (check one):
   - Low GRE test scores
   - Low undergraduate GPA
   - Prerequisite courses needed
   - Late application
3. Attach the student’s plan of coursework to be taken by academic semester. This plan must list each course subject & number.

Academic Advisor Signature  Date  Print Advisor Name  Advisor Phone Number

**CERTIFICATION:** I certify that all information reported to qualify for federal student aid is complete and correct.

______________________________  ________________  
Student Signature  Date

For office use only:

Miami University - One Stop for Student Success Services - 301 S. Campus Ave. - Oxford, OH 45056
513-529-0001 - Email: OneStop@MiamiOH.edu - Fax: 513-529-8713 - Web: MiamiOH.edu/OneStop

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