

How to Apply as a Non-degree Seeking Student

Step 1:

Navigate to Graduate School Application

[Visit apply.ualr.edu](http://apply.ualr.edu) and sign in. If you do not have an account, click “Create Account” to make one.

Step 2:

Start Your New Application

Under the “Graduate School” section, click “Seeking an Advanced Degree or Taking Graduate Level Classes.”

Enter your “Entry Term” and “Academic Level” from the drop-down menus.

Click “Submit.”

Step 3:

Complete the Review Section

Enter your information in the “Personal Information,” “Emergency Contact,” “Biographical Information and Academic Programs,” and “College Information” sections.

For all sections:

- Click “Save & Continue” to navigate from section to section and to save your application.
- Click “Save Application” to save your application progress at any time.

Under “Biographical Information and Academic Programs,” please refer to the screenshot below on how to fill out the “Academic Plans” section.

Academic Plans

Do you plan to earn your graduate degree or certificate at UA Little Rock? *

No

Choose which best describes you: *

Graduate Special

Where will you take classes? *

Main Campus (Little Rock)

Choose your student type: *

Special

Choose the program you are applying to for admissions? *

Select “No”

Select “Graduate Special”

Select “Main Campus (Little Rock)”

Select “Special”

Select the program housing the course

Enter your information in the “Certify and Sign” section.

Click “Preview Before Submission” to view your application before submitting it.

Click “Proceed to Submit Application” to submit your application.

Follow the instructions and enter your payment info. If you have an application fee waiver, please provide it in the promo code area.

Step 4:

Submit Supplemental Items & Documents

As a non-degree seeking student, you **only** need to submit a transcript with your awarded degree and your MMR shot record.

For more information about being a non-degree seeking student, check out the [Ask Dr. Kuralt video](#).

If you have any questions or need assistance, please contact the Graduate School at gradschool@ualr.edu or 501-916-3206.