

University of Nebraska Medical Center (UNMC)
College of Allied Health Professions (CAHP)
Non-Degree Seeking Application Instructions

Getting Started

- ☐ If you are a current UNK, UNL or UNO student, DO NOT complete the Non-Degree Seeking Application. You must complete an Intercampus Application instead. You can find that in your MyBlue (UNK), MyRed (UNL) or MavLINK (UNO) account.
- ☐ If you are NOT a student within the University of Nebraska system (or are a former student), please complete the Non-Degree Seeking Application using this link:
https://csprdn.unbraska.edu/psc/csprdn/NBM/HRMS/s/WEBLIB_DSHBOARD.ISCRIPT1.FieldFormula.IScript_GETPAGE?cref=NBM_NVC_DASH_ADMISSIONSAPP&void=all
- ☐ Make sure the course you are interested in taking is offered in the desired semester. You can see the full listing of 2023-2024 CAHP Non-Degree Seeking courses here:
https://www.unmc.edu/alliedhealth/_documents/cahp-distance-course-list.pdf

Non-Degree Seeking Application

- ☐ Click on "Create Account"
 - For your username, we encourage you to use your personal email address (please do not use a school email address).
 - After you put your personal email address in both "Username" and "Email Address" and type your new password in twice, click the "Create Account" button.
 - Log in with new username and password

Application Sections

- ☐ Personal Information
 - Enter name information, choose Applicant Type:
 - "I am interested in enrolling as a non-degree seeking student in the College of Allied Health Professions"
 - In the Applicant Type drop-down box:
 - If you plan on taking an undergraduate course (300-400 level), choose the "Undergraduate Non-Degree Seeking (Taking 300-400 level courses)"
 - If you plan on taking a graduate or professional level course (500,600 & above), choose the "Professional Non-Degree Seeking (Taking 500-600 level courses)"
 - If you are unsure of the level of course, please contact CAHP Enrollment Management & Student Affairs at cahpadmissions@unmc.edu or 402-559-6673.
 - Required: Date of Birth, Legal Sex, Address, Phone, Email, Emergency Contact, and Citizenship.
- ☐ Additional Information
 - Indicate the course you plan to enroll in (that is available during your desired semester). Make sure you enter the full course code and name (ex: MLS 404 Immunology).
*If your course of interest indicates needing instructor permission, please make sure to email that instructor by clicking on their name in that course listing. Include your name, the course name, which semester you are hoping to take the course and what qualifies you to take the course. Do not wait until the application due date to send this email.
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https://www.unmc.edu/alliedhealth/_documents/cahp-distance-course-list.pdf
- ☐ Academics
 - Choose your desired term from the Term drop-down box (ex: Spring 2024 or Summer 2024).
 - Choose "Allied Health Non-Degree" from the Major drop-down box, then click the "Next" button.
- ☐ Education History
 - Answer the question about graduating High School.
 - Under the Colleges section, we encourage you to just indicate attending 1 college and then list your most recent college (& the corresponding information).
- ☐ Review and Submit
 - Review the Application Summary and Program Information to confirm the information you entered was correct (please make sure everything is spelled correctly), then click the "Next" button.
- ☐ Submit
 - Read the Certification Statement and check the box that you agree, then click the "Submit" button.

After Submission

- ☐ Please disregard the TrueYou login instructions you will receive in the confirmation email.
- ☐ Once admitted, you will receive UNMC login credentials and instructions from CAHP Enrollment Management & Student Affairs. *Please note this could take 5-10 business days.