Non-Degree Seeking Application Instructions—2020-2021 Academic Year
(Fall 2020, Spring 2021, Summer 2021)

Getting Started
- Go to https://www.unmc.edu/alliedhealth/courses/index.html and click the red Apply Now! Button.
  - *If you are a current UNL, UNO or UNK student, DO NOT complete the non-degree seeking application. You must complete an Intercampus Application instead. Click on the following link to complete the intercampus application. https://intercampus.nebraska.edu/pre_inter_campus.aspx
- Create an account or sign in.
- The application process does not have to be completed in a single sitting. You may log in to the system to access your application and update your information from any computer with internet access until you have made the final submission of your application.

Online Application
When you sign in for the first time, you will be immediately be taken to the Add Program tab. Under the CAHP Online Programs heading, scroll down until you see the option “CAHP Non-Degree Seeking 2020-21” and click on the blue + to the left of that program name. Then, click on the blue “Continue” button at the bottom of your screen. On the next screen, click on the blue “Continue To My Application” button.

In the My Application tab, there are four quadrants that need to be reviewed: Personal Information, Academic History, Supporting information and Program Materials. Please use the details listed below to work through each quadrant.

- **Personal Information** – All required fields are marked with a red asterisk (*).
  - SSN: Although this is an optional question, you will be required to provide this information if and when you are accepted. For that reason, we encourage you to provide it in the application to expedite your admitted student processing.
- **Academic History** – Enter your High School and at least one College attended, Transcript Entry is not required, Standardized Tests are not required but you must select that you will not be entering data. You will not be required to send official transcripts.
- **Supporting Information** – Observation Hours, Experiences, Achievements and Licenses/Certification are not required but you must select that you will not be entering data. The Release Statement section is required.
- **Program Materials** – Click on the blue box titled CAHP Non-Degree Seeking 2020-21.
  - Click the Questions tab.
  - Select the term you are applying for (Fall 2020, Spring 2021, Summer 2021), the application deadline will update when you do this.
  - Please specify what course(s) you plan to enroll in for the specified term. Online course offerings, by term, can be found here: https://www.unmc.edu/alliedhealth/courses/index.html
- **Submit Application** – When you are ready to submit your application, go to the Submit Application tab and click submit. Deadline to submit:
  - Fall 2020 application deadline is August 5, 2020 at 11:59pm ET (10:59pm CT).
  - Spring 2021 application deadline is December 30, 2020 at 11:59pm ET (10:59pm CT).
  - Summer 2021 application deadline is May 5, 2021 at 11:59pm ET (10:59pm CT).
- **PAYMENT** – The application fee is $50. Inquiries about fee waivers can be emailed to cahpadmissions@unmc.edu, but must be done before you submit payment through the application.
- **Confirmation Email** – A confirmation email will be emailed to your preferred email address indicating your application has been submitted and received by CAHP Academic & Student Affairs at UNMC.