

STEP 1

Go to <https://www.ramapo.edu/admissions/apply/> and click on the section: **Non-Degree and Visiting** and click on the **Apply using the Ramapo College Application**

Undergraduate Students

For Freshman/ First-Year Students:

Apply using the
Common Application >

Apply using Ramapo
College Application >

Apply using the Scoir /
Coalition Application >



Transfer, Readmit or Adult:

Non-Degree and Visiting:

Veterans and Military Families:

Apply using Ramapo
College Application >

Apply using Ramapo
College Application >

Apply using Ramapo
College Application >

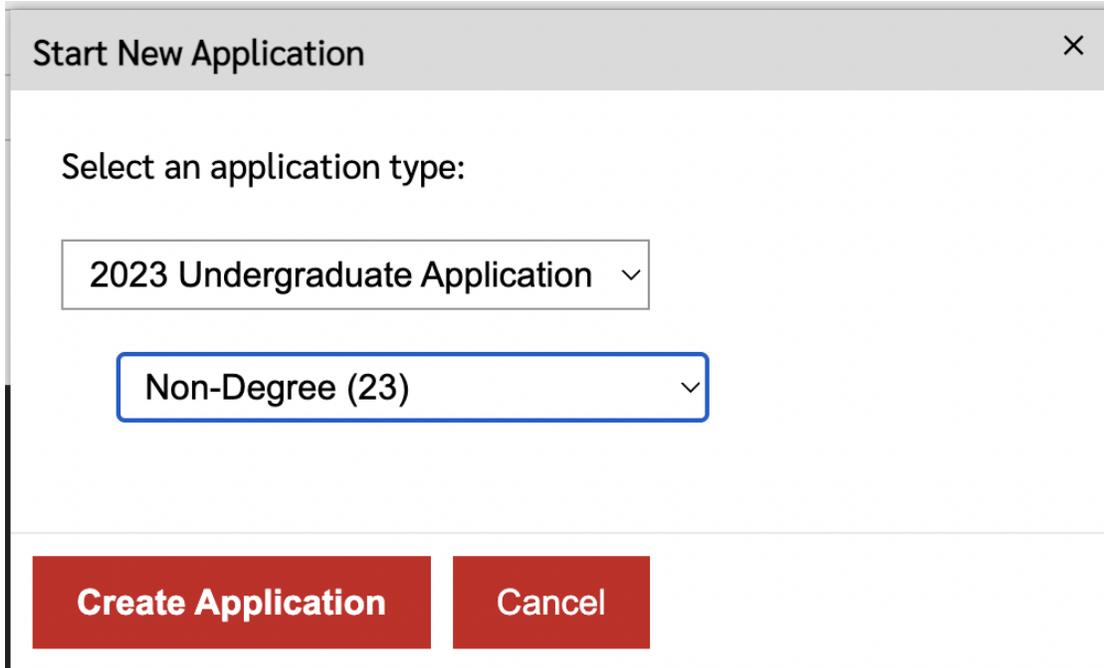
STEP 2

Click on the second option for **first-time users** to **create an account** to start the application

The screenshot shows the 'Office of Admissions' page. At the top left is the Ramapo College logo. The main heading is 'Office of Admissions'. Below this, there are two columns under 'Application Management'. The left column is for 'Returning users' with a 'Log in' link. The right column is for 'First-time users' with a 'Create an account' link. A large downward arrow is positioned between these two columns. At the bottom of the page, there is a dark footer containing the college logo, contact information (McBride House, 505 Ramapo Valley Road, Mahwah, NJ 07430, Phone: 201-684-7300, Email: admissions@ramapo.edu), and social media icons for Twitter, Facebook, YouTube, Flickr, Instagram, and CampusReel. A copyright notice at the very bottom reads 'Copyright ©2021 Ramapo College Of New Jersey | Office of Admissions'.

STEP 3

When you start a new application, your application type should look like this **2023 Undergraduate Application and Non-Degree (23)**



Start New Application

Select an application type:

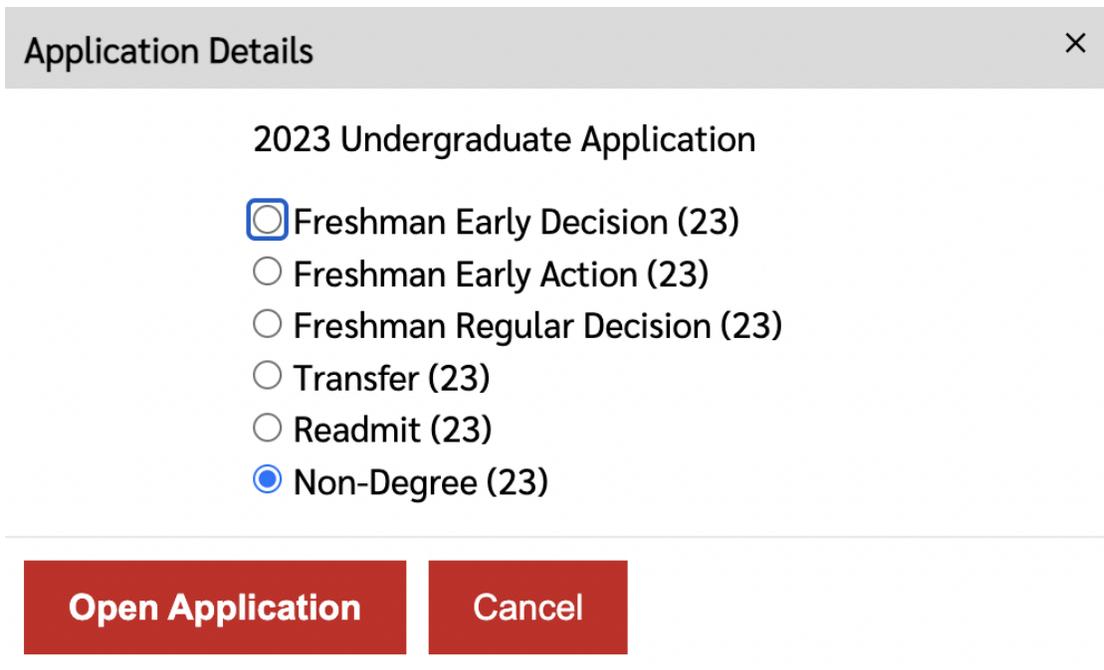
2023 Undergraduate Application

Non-Degree (23)

Create Application Cancel

STEP 4

Your Application Details should look like this **2023 Undergraduate Application and Non-Degree (23)** then you will click **Open Application**



Application Details

2023 Undergraduate Application

Freshman Early Decision (23)

Freshman Early Action (23)

Freshman Regular Decision (23)

Transfer (23)

Readmit (23)

Non-Degree (23)

Open Application Cancel

STEP 5

Complete the information in the **Personal Background** section. Then click on the **Application Questions** section for the questions Non-Degree Seeking Student (please select one): you must click **Dual Enrollment Student** and Entry Term you must click **Fall 2023** or your application will not be processed with the Dual Enrollment rate.

As a Dual Enrollment Student, you will not be required to complete the sections Academic School History or Document Uploads or pay the \$25.00 non-refundable application fee that other Non-Degree students have to submit.

Home

Personal Background

Application Questions

Signature

Review

Application Questions

* required fields.

* Non-Degree Seeking Student (please select one):

Dual Enrollment Student

Dual Enrollment Students are currently enrolled in a high school that has an established dual enrollment agreement with Ramapo College. If you are a high school student and do not attend one of the following high schools you are not eligible for the dual enrollment program and should refer to the Non-Degree Seeking Student selection to apply as a High School Student.

* Entry Term:

Fall 2023

STEP 6

Complete the rest of the questions in **Application Questions** section and read over the Terms and Conditions in the **Signature** section then **type your full legal name**

[Home](#)

[Personal Background](#)

[Application Questions](#)

Signature

[Review](#)

Terms and Conditions

Terms and Conditions as follows:

- I am in good academic and social standing at the college/university I am currently attending or have previously attended.
- I possess a high school diploma/GED or I am a currently enrolled high school junior or senior
- As a non-degree student I may ONLY register for "seats available" in an OPEN course
- I may enroll in a maximum of 11 credits per semester and earn a total of 28 credits before applying for matriculation
- Visiting students who wish to register for a course(s) that has a prerequisite restriction must provide a letter of permission from their home institution stating they are permitted to enroll in the course or submit unofficial transcripts showing they completed the prerequisite with a minimum grade of C.
- By taking course work as a non-degree student I understand there is no assurance that these credits will satisfy degree requirements at my current college/university and/or at Ramapo College AND
- Permission to register as a non-degree student in no way suggests or implies that I will be admitted as a matriculated student to Ramapo College either now or in the future

Dual Enrollment Terms and Conditions as follows:

- By taking course work as a Dual Enrollment Student I understand there is no assurance that these credits will transfer to another college/university or satisfy degree requirements at said college/university. Each institution has different transfer credit policies and it is the responsibility of the Dual Enrollment Student to understand the policies of the school the student wishes to attend.
- Permission to register as a Dual Enrollment Student in no way suggests or implies that I will be admitted as a matriculated student to Ramapo College either now or in the future.
- Credits earned through RCNJ's Dual Enrollment Program are completely accepted at RCNJ and will be applied to the student's degree audit upon being successfully admitted and enrolled in the College as a matriculated student in the future.

In place of your signature, please type your full legal name:

Confirm

STEP 7

Complete the **Review** section and submit your application! Your application will be processed within 2-3 business days. Once the application has been processed, you will receive an email with the subject "Status Update: Your Ramapo College Application". You will have to log back into your Ramapo College application portal to view your next steps: activating your Ramapo College email address and payment instructions for the course. If you have additional questions about the program, please contact the Ramapo College Dual Enrollment Coordinator, Kelly Doran.