

Non-Degree Registration

Courses offered by the Morningside Graduate School of Biomedical Sciences at UMass Chan Medical School may be taken by the following, depending upon their academic background and space available:

- UMass Chan or UMMHC employees
- WPI students under the Curriculum Reciprocity Agreement (CRU)
- Students appointed by the Morningside Graduate School of Biomedical Sciences as Visiting Non-Degree Students

A Non-Degree student

- is not considered to be registered for a degree
- may register for no more than two courses per semester unless approved by GSBS Dean
- may not audit a course unless approved by Morningside Graduate School of Biomedical Sciences Dean
- will be unable to take any further Morningside Graduate School of Biomedical Sciences courses if a grade of 'C', 'MP' or 'F' is attained in any course

Types of Non-Degree Students and Tuition Policy:

- A. UMass Chan Employees
See [Human Resources Policy #3007](#) and contact Human Resources to determine benefit status and confirm tuition waiver eligibility.
- B. UMMHC Employees
Tuition must be paid to the [UMass Chan Bursar](#) at Registration.
- C. The UMMS WPI Curriculum Reciprocity Agreement (CRU)
Guidelines, procedures and forms can be found on the [UMass Chan Registrar's website](#).
- D. Students from other Universities
Students must provide written authorization from their home institution and from a Morningside Graduate School of Biomedical Sciences-approved UMass Chan sponsor that enrollment in Morningside Graduate School of Biomedical Sciences courses is permitted. If the student is not a US citizen or permanent resident, he/she must also provide written verification of their visa status from the UMass Chan Human Resources [Immigration Services Office](#) (ISO). Tuition must be paid to the [UMass Chan Bursar](#) at Registration.

Instructions for first time registrants

1. Review the [course catalog](#) for the upcoming semester to confirm the course you want to take is being offered.
2. Obtain the course director's permission to take the course via email.
3. [Apply here](#) and choose *Graduate School of Biomedical Sciences Non-Degree*.
It is your responsibility to ensure your application is complete and administratively approved 10 business days or more before the start of the class. Non-degree applications will not be processed fewer than 10 business days before the start of the class.
4. Submit the application with a copy of your ID, SSN card or W2 Form and proof of permission to take the course.
5. Complete tuition remission/tuition credit paperwork with Human Resources if you are an eligible UMass Chan employee, and forward approval to the [Bursar's Office](#). Otherwise, payment must be made directly to the Bursar. Tuition remission/credit paperwork or direct payment must be completed before registration.

Instructions for returning registrants

1. Review the [course catalog](#) for the upcoming semester to confirm the course you want to take is being offered.
2. Initiate a [Manual Registration Form](#) (GSBS40).
3. Make tuition payment or complete tuition remission/credit paperwork with the [Bursar's Office](#).