

This is not an application for Admission to a degree program at the university. Students desiring admission to a degree program must complete an online Admission Application at admissions.fiu.edu. For current degree-seeking students, submit a Change of Program Plan form to add a certificate. **This application is intended for non-degree seeking students seeking a professional certificate not associated with a degree program. There is a \$30.00 non-refundable processing fee, which will be assessed upon enrollment of classes for Certificate Program Students.**

Important: Have you ever received a grade from FIU? Yes No

Term: Fall _____
 Spring _____
 Summer _____

Certificate Program: Pre-Master's Pathway- Hospitality **Code (office use):** PREMST:CFI

Social Security Number (SSN): _____ **Panther ID:** _____

Please read written notification on collection and usage of Social Security Numbers found at the end of this application.

Name: _____
 Last First MI

Permanent Address: _____
 Street City State Zip Code

Email: _____ **Telephone Number:** _____

Nation of Citizenship: _____ **Place of Birth:** _____ **D.O.B.:** _____

Sex: Male Female

Race: (A)-Asian or Pacific Islander (B)-Black (Not of Hispanic origin) (H)-Hispanic
 (I)-American Indian or Alaskan Native (W)-White (NS)-Not Specified

***** This section is to be filled out by non-US citizens. *****

Country of Birth _____ Country of Citizenship: _____ Resident Card #: _____
 Are you a permanent resident? Yes No Residency Pending Visa/Permanent Resident Card Issue Date: _____
 If you answered NO to the question above, you MUST respond to the following questions: Visa Expiration Date: _____
 Do you presently have a visa? Yes No If yes, indicate type: Student (F-1) Other (specify): _____
 What type of visa do you expect to hold while at Florida International University? Student (F-1) Other (specify): _____

Proof of legal status in the United States must be included with this application. Please submit applicable proof: (i.e., Copy of U.S. Passport or Certificate of Naturalization; Permanent Resident Alien Card or Copy of Visa issued). Failure to submit copy of U.S. legal status proof may delay the processing of your application. International Students with Visas must be cleared with FIU International Student Services at GC 355 (MMC Campus), Tel: 305-348-2421 at Wolfe University Center, 363 (BBC Campus), Tel: 305-919-5813.

Failure to answer these questions will delay the processing of your application and we will be unable to render an admission decision. If your answer to any of these questions is **yes**, you are required to provide a written explanation of the event, as well as copies of all official documentation explaining the final disposition of the proceedings. In addition, a hold will be placed on your account by FIU's Student Conduct and Conflict Resolution Department, so that you are made aware that FIU needs documentation regarding your case. Please note, that this hold can **ONLY** be resolved by the Student Conduct and Conflict Resolution Department (information found below):

Student Conduct and Conflict Resolution
 Modesto A. Maidique Campus: GC 311
 305-348-3939

Have you ever been subject to disciplinary action or do you currently have disciplinary charges pending by any educational institution for any of the following reasons:

Yes No Academic misconduct (such as cheating), you so not need to disclose any academic dismissal, suspension, or probation that was due to poor grades

Yes No Behavioral misconduct (such as fighting)

Yes No Have you ever been convicted of, or charged with, a criminal offense or are you currently the subject of any criminal proceedings?

SUBMISSION INSTRUCTIONS

1. Login to your my.fiu.edu account
2. Click on the Student Tools tile
3. Click on the Document Upload tile
4. Select **REGISTRATION, UNDERGRADUATE CERTIFICATE PROGRAM APPLICATION** from the drop-down menus
5. Attach form and any supporting documentation
6. Submit