

Get Started!

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1. [www.ndscs.edu](http://www.ndscs.edu)

2. Get started → Dual Credit Student (if the student clicks on Apply they will be redirected)



Returning Students that have forgotten their login information will also click 'create account'.

**i** For Internet Explorer users, please be sure to turn off compatibility mode for optimal viewing.

Welcome, we are delighted that you are interested in applying to the North Dakota State College of Science! We look forward to receiving your application.

This application is intended for new applicants, **Freshmen or Transfer**, who are United States citizens, or permanent residents of the United States .

Application for **Readmission** is intended for students who previously attended NDSCS, and are returning to complete additional course work. [Click here](#) to apply.

International students can [apply here](#)

**Getting Started:**

- Read instructions carefully
- To get started on your admissions application, click "Create Account" on the right.
- If returning to the site, please use your User Name and Password already established.
- If applying to more than one North Dakota University System college/university, you are encouraged to use the same password.

You can pay your application fee online OR by mailing a check/money order to:

Enrollment Services Office  
800 N Sixth Street  
Wahpeton ND 58076

Exceptions to the application fee include applicants or dual credit students who have previously paid.

Please input your login information below to open your application.

User Name:

Password

[Forgot your User Name or Password?](#)

**Returning Students** – Students that have taken course from NDSCS for dual credit in previous **non-consecutive** semesters and have saved their login information.



- Students will be redirected to enter information to create an account.
- Students that have forgotten their user name or password can click below to retrieve their password.
- All Fields will need to be filled out and the student will need to make sure to write down:
  - **Email used**
  - **User name**
  - **password**

## Application Account Creation Form

Welcome to the North Dakota State College of Science online application for admission. To get started, complete the form below. Once you submit your information, the username and password you created will give you access to the online application.

If you have visited campus, met with an Enrollment Services Specialist, sent us your ACT scores, acquired information about NDSCS through a College Fair or High School Visit, you may already be in our system. You can retrieve your username and password by clicking [here](#).

### Basic Information

Full Name	First Name *	Middle Name	Last Name *
	<input type="text"/>	<input type="text"/>	<input type="text"/>
Email Address *	<input type="text"/>		
Verify Email Address *	<input type="text"/>		
Date of Birth *	Month <input type="text"/>	Day <input type="text"/>	Year <input type="text"/>
Academic (Program of Interest) *	Select One <input type="text"/>		

Forgotten passwords and user names can be retrieved by clicking on this link.

### Login Information

Please enter your login and password in the space below.

Username *	<input type="text"/>
Password *	<input type="text"/>
Verify Password *	<input type="text"/>

Passwords must be between 8-30 characters, contain at least 1 uppercase letter (A-Z), 1 lowercase letter (a-z), 1 number (0-9), and 1 of the following special characters: !@#\$%^&\*()\_+|~-=\`{}[]:;,<>?,./ Spaces are not allowed.

**Submit Information**



Students will need to complete all fields to be allowed to continue with filling out the application.

*\* indicates a required question*

### Applicant's Personal Information

Zip/Postal Code \*

### Terms Of Use

Please review the entire terms and conditions [here](#).

*By clicking "I agree" you acknowledge that you have read and understand the terms and **conditions presented herein**. Your acknowledgement is required for you to proceed.*

I agree

### Privacy Policy

Upon creating your account, all information that you provide and save will be immediately available to the institution.

I have read the above notice

Continue and Create

🏠 **Application**

**Application for Admission**

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Welcome, Jim! Your application is in progress.

Thank you for your interest in applying to North Dakota State College of Science.

You can complete the application in one sitting or choose to save it and continue at a later date. You can access your application 24/7 using your user name and password.

All of your information is transmitted through a secured server. When you submit the application, the \$35 non-refundable application fee can be paid online or by check payable to NDSCS Enrollment Services, 800 N Sixth Street, Wahpeton ND 58076. If you have previously paid the application fee, please do not submit the fee again as this is a one-time fee.

Once you have completed your application, submit it. After submitting, you will not be able to make changes. Please notify the Enrollment Services Office if changes are necessary to your application by calling 1.800.342.4325, ext. 32202.

★ **START APPLICATION**

📘 **APPLICATION INSTRUCTIONS**

**Submit Application**

🏠 **Application**

**Application for Admission**

**Application Type**

- Applicant Information
- Contact Information
- Major/Program Information
- High School History
- Academic Information
- Residency for Tuition Purposes
- Safety and Security Information
- Military Information

**Important Links**

- Check Your Application
- Application Instructions

 **PRINT FORMS**

**Application Type**

**Type of Admission** \*indicates a required field

I am applying as:\*

- First Year - I have not attended a college or university after high school graduation.
- Transfer Student - I have previously enrolled at one or more colleges or universities after high school graduation.
- Non-Degree Student - I wish to enroll in a limited number of courses. I will not be receiving a financial aid.
- Early Entry Student** - I am a high school student and wish to take college credit while in high school.
- Readmitted Student - I have attended this institution before and did not complete a degree. I am returning to complete additional coursework.

**Prior Application Information**

- Have you previously applied for undergraduate admission to North Dakota State College of Science?  Yes  No
- Have you previously attended North Dakota State College of Science?  Yes  No

ALL applicants **must** always select **Early Entry Student** for their admission type so they do not get processed as a regular application at NDSCS.

**Click on Save & Continue**

- Application
- Application for Admission
  - Application Type
  - Applicant Information**
  - Contact Information
  - Major/Program Information
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  - Residency for Tuition Purposes
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  - Additional Information

Submit Application

Save Save & Continue

### Applicant Information

**Legal Name** \*indicates a required field

First (Name or Given Name)\*

Middle Name

Last (Surname or Family Name)\*

Suffix

**Former (Surname or Family Name) if applicable**

Do you have a former name or former names? Listing your former name(s) may help us to process your application

Most students will only need to fill out the Legal Name area for their name. If there has been a name change, they will then need to fill out the 'former' section.

**Birth Information**

Date of Birth\*

(MM/DD/YYYY)

Birth Location\*

Country\*

City

State

County

**Gender**

This information is requested for statistical purposes only and will not affect the status of your application. This information will not be used in a discriminatory manner.

Gender\*

- Female  
 Male

**Social Security Number**

Disclosure of Social Security Number is voluntary. Failure to provide a Social Security Number may cause delays in administrative services, such as financial aid processing and receiving Federal tax information. International students: Please provide a U.S. Social Security Number if you have been assigned one. If you are entering the U.S. for the first time, please leave this blank.

U.S. Social Security Number

### ## ####

All Fields with an \* must be filled out completely.

Social Security number is not mandatory but if the student will be attending a NDUS institution in the future it will be beneficial to have it on file.

### Citizenship Information

Are you a U.S. Citizen?  Yes  No

If not a U.S. Citizen, are you a permanent resident of the U.S.?  Yes  No

*If yes, give alien registration number*

*If no, in which country do you hold citizenship?*

### Ethnicity

This information is requested for statistical purposes only and will not affect the status of your application. This information will not be used in a discriminatory manner.

Are you Hispanic/Latino?  Yes  No

- Select one or more races
- American Indian or Alaska Native
  - Asian
  - Black or African-American
  - Native Hawaiian or Other Pacific Islander
  - White

Save & Continue  
**DO NOT** click submit application.

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Contact Information

\*indicates a required field

The information in this section is requested for contact purposes only and will not affect the outcome of your application. However, failure to provide contact information may result in processing delays.

Email Address

Email Address\*

XXXXXXXXXX@XXXXXXXX.XXX

Telephone Number(s)

Cell Telephone Number

###/### ####

Home Telephone Number

###/### ####

Other Telephone Number

###/### ####



### Important Links

[Check Your Application](#)

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 [PRINT FORMS](#)

### Mailing Address

To enter your address, click the Address Lookup button below.

[Address Lookup](#)

Address Line One\*

Address Line Two

Address Line Three

City\*

State\*

County\*

Zip Code

United States

Country

You **MUST** click on the Address Lookup button to enter mailing address.

## Address Lookup

Line 1

Line 2

Line 3

City/Town

State/Province

Postal Code/Zip

Country

Submit

Once the fields are filled out, the system will verify it is a legitimate address and then will fill the fields in on the application.

A permanent and parent address area is also located on the application. If this is the same as the mailing address, the box can be checked on the application. If not, the same process for the address look up will be necessary.

Country

### Mother/Female Guardian Name

First (Name or Given Name)

Middle Name

Last (Surname or Family Name)

### Father/Male Guardian Name

First (Name or Given Name)

Middle Name

Last (Surname or Family Name)

Save & Continue

Reset

Submit Application

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Major/Program Information

\*indicates a required field

Major/Program Information

If you intend to transfer and complete a Bachelor's degree at another institution, please select Liberal Arts/Transfer from the drop down list below.

Non-degree will need to be selected from the drop down screens.

Major/Program\*

Non-Degree

Degree/Plan\*

Non-Degree

Academic Term\*

2016 Fall

Select calendar year and term  
Example: Fall 2016

Academic Sub-Plan

Wahpeton

Based on the Major/Program you selected above, the following delivery method options are available. Please indicate your preferred delivery method\*.

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 **PRINT FORMS**

**High School History**

\*indicates a required field

**High School**

List the last high school attended.

Use the LOOK UP button to find the high school information. If your high school is found, select it and the information will be filled in for you.

School Code

Name of institution

City

State

Country

Inclusive dates of attendance for this school

From:

(MM/DD/YYYY)

To:

(MM/DD/YYYY)

Graduation Date

(MM/DD/YYYY)

If exact day is unknown, use the last day of the month.

Did you take college or university coursework while in high school?\*

Yes  No

If you did not graduate from High School, when did you take the GED (high school equivalency exam)?

GED Test Date

## LookUp

For example, if your school is located in North Dakota, in the United States, search with "ND" in the State field. Do not spell out the full name of the state; use abbreviations.

#### 4. Search by Country

For example, if your school is located in North Dakota, in the United States, search with "USA" in the Country field. Do not spell out the full name of the country; use abbreviations.

**Please Note:** If you cannot find your school please complete the following steps in the LOOK UP table: Type in **School Not Listed** in the School Name field and then click on "search".

School Name:

Address:

City:

State:

Postal:

Country:

search

Enter **ONLY** city and state. A list of the high schools with the codes will appear.

## LookUp

Please use the fields below to perform your search.

Click on the appropriate item to select and return to the form.

- 1.0023850 | Center for Distance Education | PO Box 5036 | Fargo | ND | USA
- 2.0023922 | Central High School | | Fargo | ND | USA
- 3.0023852 | North High School | 801 17th Ave N | Fargo | ND | USA
- 4.0023853 | Oak Grove Lutheran High School | 124 N Terrace | Fargo | ND | USA
- 5.0885588 | Ro Id N Davies High School | 7150 25 St S | Fargo | ND | USA
- 6.0023856 | Shanley High School | 5600 25 Street South | Fargo | ND | USA
- 7.0023851 | South High School | 1840 15th Ave S | Fargo | ND | USA
- 8.0710042 | West Fargo Community High Sch | 207 West Main Ave | West Fargo | ND | USA
- 9.0024061 | West Fargo High School | 801 9th St E | West Fargo | ND | USA
- 10.0023857 | Woodrow Wilson Community High School | | Fargo | ND | USA

Click on the correct high school.  
This will be automatically sent to the application.

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## High School History

\*indicates a required field

### High School

List the last high school attended.

Use the LOOK UP button to find the high school information. If your high school is found, select it and the information will be filled in for you.

0023852

Look up

School Code

North High School

Name of institution

Fargo

City

ND

State

USA

Country

Inclusive dates of attendance for this school

From:

To:

(MM/DD/YYYY)

(MM/DD/YYYY)

Graduation Date

(MM/DD/YYYY)

If exact day is unknown, use the last day of the month.

Did you take college or university coursework while in high school?\*

Yes  No

All should select YES

If you did not graduate from High School, when did you take the GED (high school equivalency exam)?

GED Test Date

Inclusive Dates

From: First date at current High school  
To: Graduation Date

## Academic Information

### Most Recent College or University

In chronological order, with the most recent school first, list all colleges, universities and schools from which you have attempted college credit, even if you earned college credit while also enrolled in high school. Failure to list all such institutions may result in significant delays in the review of your application, or in more severe sanctions.

Look up

School Code

Name of institution

City

State

Country

From:

(MM/DD/YYYY)

To:

(MM/DD/YYYY)

Inclusive dates of attendance for this school

Degree earned, if applicable

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**Residency for Tuition Purposes**

**Residency Information**

*The State of North Dakota has established specific laws and entered into contractual agreements with other states to offer discounted tuition for those who qualify. All applicants must complete this section in order to determine eligibility for these discounted rates. Knowingly providing inaccurate information or making false statements in answering these questions may result in prosecution in North Dakota for a class A misdemeanor, which is punishable by up to one year in jail and/or a fine of \$2000.*

*You will be required to answer many of these questions. If you are not married or are not a dependent answer these questions "NO"*

Are you a Legal Resident of North Dakota?\*

Yes  No

If Yes, list the dates during which time you have been a legal resident of North Dakota.

From: Use DOB if born in ND To: Use Today if Current Resident

MM/DD/YYYY

MM/DD/YYYY

If no, you are a resident of another state or have you have lived in North Dakota less than one year, in what state are/were you a resident?

International applicants, please select 'International Applicant' below.

List the dates during which time you have been/were a resident of the state above.

From: Use DOB if born in that state To: Use Today if Current Resident

MM/DD/YYYY

MM/DD/YYYY

Have you been a legal resident of North Dakota for three consecutive years of the past six years?

Yes  No

Are you the dependent of a legal resident of North Dakota (If no one claims you as a dependent, answer 'no')?  Yes  No

Is your spouse a legal resident of North Dakota (If you are not married, answer 'no')? \*  Yes  No

Did you graduate or are you preparing to graduate from a North Dakota high school? \*  Yes  No

If yes, from which high school?

*Name of Institution and City*

Are you Active Duty Military or a member of a North Dakota national guard unit? \*  Yes  No

Are you a Reservist stationed in North Dakota? \*  Yes  No

Are you a Veteran of the US Armed Services? \*  Yes  No

If you are a member of the United States Armed Services, which one?

*If you are a member of the United States Armed Services, which one?*

Are you the spouse/dependent of a full-time active duty member of the US Armed Services; a member of a North Dakota national guard unit; a Reservist stationed in North Dakota or of a veteran of the US Armed Services eligible to transfer entitlement to education benefits under the Post 9-11 Veterans Educational Assistance Act? \*  Yes  No

Are you the child, stepchild, widow, or widower of a veteran who was killed in action, died of wounds or other service-connected causes, was totally disabled as a result of service-connected causes, died from service-connected disabilities, was a prisoner of war, or was declared missing? \*  Yes  No

Are you the child, stepchild, widow, or widower of a veteran who was killed in action, died of wounds or other service-connected causes, was totally disabled as a result of service-connected causes, died from service-connected disabilities, was a prisoner of war, or was declared missing?  Yes  No

Are you the spouse or dependent of a graduate of a North Dakota University System Institution? (If you are not married or if no one claims you as a dependent, answer 'no'.)\*  Yes  No

If yes, which institution(s)?

Are you a benefited employee of the North Dakota University System? \*  Yes  No

Are you the spouse or a dependent of a benefited employee of the North Dakota university system? (If you are not married or if no one claims you as a dependent, answer 'no'.)\*

Yes  No

If yes, which institution(s)?

Save

Save & Continue

Reset

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**Survey of Plans and Goals**

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Check Your Application

Save & Continue

Survey of Plans and Goals

This section is designed by the State of North Dakota to provide a long term understanding of the programs and offerings that you are interested in at this time and what your plans are for the future. These questions are required but have no impact on this application or any future application. Please answer the following questions as best you can.

Choose the option that best describes your current educational goal at North Dakota State College of Science.

Choose the option that best describes y

- Please Select--
- Complete courses but not a degree
- Earn a Diploma**
- Earn an Associates degree
- Earn a Bachelors degree
- Earn a certificate
- Earn a graduate certificate
- Earn a Masters degree
- Earn a doctoral degree
- Earn a professional degree
- Earn a graduate degree
- Earn a doctorate or prog degr
- Complete UGRD courses/transfer

How would you best like to take coursework?

Save & Continue

Reset

Submit Application

Save & Continue

### Survey of Plans and Goals

This section is designed by the State of North Dakota to provide a long term understanding of the programs and offerings that you are interested in at this time and what your plans are for the future. These questions are required but have no impact on this application or any future application. Please answer the following questions as best you can.

Choose the option that best describes your current educational goal at North Dakota State College of Science.

Choose the option that best describes your overall educational goal.

How would you best like to take coursework?

- On Campus
- Online
- Undecided
- Off-campus site

All students must select *off-campus*.

Save & Continue

Reset

Submit Application

Submit Application

Save

Save & Continue

## Additional Information

\*indicates a required field

All students making application must answer the following questions. An affirmative response to any of these questions will not automatically prevent admission, but you will be asked to provide additional information. The information will be reviewed by a campus officer or committee charged with that responsibility. Falsification or omission of information may result in a denial of admission, rescission of admission, dismissal, or other appropriate sanction.

Have you ever pled guilty (or no contest) to or been convicted of any felony?\*

Yes  No

Within the past 10 years, have you pled guilty (or no contest) to or otherwise been convicted of a misdemeanor crime involving violence or the threat of violence in any court?\*

["Crime of violence" means an offense that involves substantial risk that physical force may be used against a person or property of another. Examples of crimes of violence include, but are not limited to, abuse, arson, assault (including sexual assault or domestic violence) battery, breaking and entering, burglary, criminal mischief or vandalism, harassment, homicide, menacing, reckless endangerment, stalking, terrorizing and unlawful restraint or imprisonment.]

Yes  No

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Save & Continue

Supplemental Form

\*indicates a required field

Delivery Method will ALWAYS be **Wahpeton** unless the student is physically taking the course at the Fargo Campus.

Select your planned NDSCS delivery method/location\*

Select One  
Select One  
Wahpeton  
Online  
Fargo

Parent or Guardian's email address:

Parent or Guardian's phone number

###/### ####

Indicate the completion date (if applicable) of the following exams:

ACT

mm/yyyy

SAT

mm/yyyy

Save

Save & Continue

Reset

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PRINT FORMS

# Application Status: Ready for Submission

Congratulations, Jim! All required questions have been completed. *Please note that this refers only to the minimum number of questions required by the system before submission is allowed. There may be many other questions on the form that should also be answered; thus, please be sure you have fully responded to both required and relevant non-required items before you submit your Application.*

Please review the print version of your Application before you submit by clicking on the link below. If you experience difficulty viewing the document, please contact technical support. (Adobe Acrobat Reader is required to view this file. [Download Reader](#))

 [PREVIEW APPLICATION IN PDF FORMAT](#)

All students should preview their application. Corrections can be made at this time

## Step 1: Confirmation

Please carefully review your responses to ensure all questions are answered accurately. Your responses will become the official property of North Dakota State College of Science and your admission will be based on the answers you have provided. Once your application is submitted you are unable to change them through this form. Please call 1-800-342-4325 ext 32202 if you need to update your application record.

Your application is not considered submitted until you reach the page titled "Submission Complete".

I have read and understand the above information and wish to submit this Application at this time. Please note: The Application is not submitted until you see the words "Submission Complete!"

To submit the final application students need to **check above box**. Then click on the 'continue' button

Continue

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## Step 2: Application Fee Payment

### Application Payment Process:

Choose payment method below and continue with the process of submitting your application. If you have already paid the application fee, select the Check payment option.

### Review Application Fee

\$35

### Select Payment Method

Check (I'll mail my payment)

Credit Card

Click below to confirm the payment method indicated above and continue with the process of submitting your Application. Please note that paying your Application fee DOES NOT submit your Application. You must complete and submit the information on the signature page to fully submit your Application.

Pay and Continue

All students need to be instructed to select Check. They can choose to be billed or a check can be attached to the credit registration and FERPA forms.

## Application

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## Final Step: Signature Page

*Please note: You have indicated that you will pay your Application fee by check.*

You have reached the final step in the application submission process. You will be unable to change information on your application once you enter your digital signature and click on the button below.

### Equal Opportunity Policy Statement

It is the policy of the North Dakota University System that no person in the United States shall be discriminated against because of race, religion, age, color, gender, disability, or national origin, and the equal opportunity and access to facilities shall be available to all. This policy is particularly applicable in the admission of students in all colleges, and in their academic pursuits. It also is applicable in the University-owned or University-approved housing, food services, extracurricular activities and all other student services. It is a guiding policy in the employment of students either by the University System or by outsiders through the University System and in the employment of faculty and staff. Concerns regarding the Title IX, Title VI, ADA, and Section 504 may be addressed to the Office of Civil Rights, U.S. Dept. of Education, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114-3302, email: OCR.KansasCity.ed.gov, or your on-campus Affirmative Action/Equal Opportunity Officer, Ann Hiedeman, at [ann.hiedeman@ndscs.edu](mailto:ann.hiedeman@ndscs.edu).

By signing below, I certify that:

I understand the information presented on this form will be used in evaluating my application for admission to North Dakota State College of Science and that North Dakota State College of Science may exchange information about me with other institutions in the North Dakota University System. I also understand that additional documents may be required for this purpose. I certify that all my statements are complete and true as of this date and that any falsification or willful omission of information submitted for an application may result in delays, sanctions, or criminal charges. If any information changes, I will notify North Dakota State College of Science of the changes and understand that my admission status maybe reevaluated at that time.

Full Name:

Date:

10/8/2013

**Submit Application**

[Please do not refresh this page!]

## Submission Complete!

# Application Complete

Please print a **Payment Voucher** at this time for your records.

Thank you for applying to North Dakota State College of Science!

Your application has been successfully submitted to the Enrollment Services Office. To complete the admissions process, an applicant for admission must submit the following information to the Enrollment Services Office.

1. Official High School Transcript/GED.
2. Official college transcriptions from every college attended.

**\*\*If currently in high school or college, in-progress transcripts are required for early registration purposes.**

3. Proof of two MMR immunizations (Measles, Mumps and Rubella) is required before being accepted into North Dakota colleges. A titer for MMR immunity can also be used for this requirement.

All newly admitted students ages 21 and younger residing in campus housing must provide documentation of immunity against meningococcal disease. One dose must have been given after the 16th birthday. [Click](#) for more information on this requirement and possible exemption.

4. An ACT or SAT score for applicants under age 25. Exemptions from this requirement include students who are: age 25 or older on the first day of class or are transferring 24 or more semester credits acceptable at the receiving campus.

You will receive correspondence regarding your enrollment status. Please allow 7-10 working days.

North Dakota State College of Science, Enrollment Services Office, 800 N Sixth Street, Wahpeton, ND 58076, please click on Logout button in the upper right hand corner.



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Residency for Tuition  
Purposes

Survey of Plans and  
Goals

Additional Information

Supplemental Form

### Important Links

Check Your Application

Application Instructions

 **PRINT FORMS**