**Go to** <https://apply.louisville.edu/register/applygrad> to create an admissions account. Complete the information and select “**submit**.” You will then be able to select “Graduate Application” and begin filling out the application.

Most of the application is self-explanatory, but please note the following.

* **Educational Plans:** 
  + “Do you intend to pursue a degree at this time?” **Select “No”**
  + “Do you want to apply to an online program?” **Select “No”’** *(even if you will be taking courses on-line, you must select “NO” to be able to choose the correct program later in the application.)*
  + **“**Are you participating in the Panama Eng. Mgt Program?” **Select “No”**
* **Applicant Type:**
  + **Select “New” or “Readmit”** as appropriate
  + Classification Level: **Select “Graduate-Non-Degree”**
* **Program Selection – Non Degree:**
  + **Select** the Term
  + **Select** the School **– “College of Educ and Human Development – Non-Degree”**
  + **Select** the Program that matches your area of certification,
    - Examples: Early Elementary Educ Non-Degree (NON), or Middle Grades Education Non-Degree (NON), or Secondary Education Non-Degree (NON) or Special Education Non-Degree (NON)
  + **Select** the endorsement **– English as a Second Language**
* **You are not required to submit test information or letters of recommendations.**
* **Upload Materials:**
  + Please upload your signed statement regarding the [Acceptable Use of Technology Agreement and Professional Code of Ethics for Kentucky School Personnel [PDF]](https://louisville.edu/education/degrees/eds-ea/files/ethics-tech-form-08.pdf).

If you have attended a college or university other than UofL, please have official transcripts sent to:

University of Louisville

Graduate School

2211 South Brook Street OR [gradadm@louisville.edu](mailto:gradadm@louisville.edu) if requesting

Houchens Building, Room 105 official electronic transcripts through the

Louisville, KY 40292 Clearinghouse.

You will need to pay the **application fee** by credit card.