



PROGRAM IN CONTINUING EDUCATION 2009-10

Princeton's Program in Continuing Education admits qualified area residents to University undergraduate and graduate courses. The program, founded in 1973, does not grant degrees and principally serves students who are:

- preparing for a career change or entrance into professional or graduate school,
- pursuing advanced training in their fields,
- resuming their education after a break, or
- seeking personal enrichment.

Qualified continuing education students may enroll in most Princeton University courses. Limited-enrollment courses such as creative writing and studio courses are not open to continuing education students.

This program is distinct from the Community Auditing Program (CAP), which is a not-for-credit program with limited course selection for community residents. For additional information please visit the CAP website: www.princeton.edu/community/learning/auditing.

Program Features and Benefits

The Program in Continuing Education provides a unique opportunity to participate in the stimulating intellectual environment of a research university committed to excellence in undergraduate and graduate education. Students in the program:

- are completely integrated into regular courses and participate fully in classes, precepts (small discussion groups), and laboratories;
- meet with faculty members during office hours and receive thoughtful criticism of their work;

- enjoy full library privileges during the term of their enrollment; and
- have their grades recorded on an official Princeton transcript that can be presented for transfer credit at other colleges and universities.

Admission

All applicants must have successfully completed at least two years of formal, post-secondary education. Admission to the program is based on the suitability of the applicant's academic background for the course of study proposed. Relevant nonacademic experience is considered.

The program admits students primarily for undergraduate courses. In exceptional cases students may be considered for possible enrollment in graduate courses.

Application Process

The application deadlines for the 2009-10 academic year are:

Fall Term

Graduate—Friday, June 5, 2009

Undergraduate—Friday, June 19, 2009

Spring Term

Graduate—Friday, November 20, 2009

Undergraduate—Friday, December 4, 2009

Application materials must include:

1. completed application form with biographical and educational information, statement of academic purpose, and proposed course selection;

2. official transcripts of all undergraduate and graduate work;
3. results of any standardized tests taken (SAT, ACT, CLEP, GRE);
4. two letters of academic reference that comment in detail on the applicant's academic potential;
5. full-time K-12 New Jersey teachers must submit a letter from their principal or superintendent confirming employment; and
6. the application fee of \$50, or reapplication fee of \$25.

If an applicant is declined admission to the program, the application fee will be refunded. Once a continuing education student has registered, there is a \$50 cancellation fee prior to the first day of classes. If cancellation occurs after the first day of classes, please refer to the "Payment of Fees and Charges" section in the Undergraduate Announcement.

Program Limitations

Courses taken through the program do not count toward a degree at Princeton University. The program does not admit students currently enrolled in, temporarily withdrawn from, or on leave from any college or university program.

Credit for courses taken through the program might be counted toward future degrees at other institutions, depending on the institution's requirements and regulations. Inquiries about eligibility for credit acceptance at other institutions should be directed to those institutions.

The program does not sponsor its own courses, sections of courses, or noncredit courses for continuing education students. Very few courses are offered in the evening. Courses are not offered during the summer.

Students taking courses through the program for premedical purposes should know that the University

will not process their medical school applications.

Tuition

Area residents (must live within commuting distance at time of application): \$4,418
 Princeton University employees: \$736
 Full-time K-12 New Jersey teachers: \$736
 Princeton University employees' spouses, same-sex domestic partners, and unmarried dependent children until the end of the calendar year they attain age 23: \$2,209

Retired Princeton University employees and their spouses or same-sex domestic partners: \$2,209
 Princeton University graduate students' spouses or same-sex domestic partners: \$2,209

The \$4,418 fee is the same as the per course tuition charged to undergraduate students at Princeton. Students who register for at least two courses may be eligible to apply for an educational loan through a local bank.

University employees must have worked at least half-time for six months, and be benefits-eligible to qualify for the reduced fee. They are encouraged to take one course per term during working hours. Employees must have the permission of their supervisors and must make up the time missed in an approved way.

Employees cannot be reimbursed through the Staff Educational Assistance Plan for courses taken at the University.

Application Information

Course offerings for the upcoming term are available (mid-April for fall courses/mid-November for spring courses) online at:

<http://registrar.princeton.edu/course-offerings/>.

Interested applicants should contact:

Program in Continuing Education
 Office of Community and Regional Affairs
 Princeton University
 22 Chambers Street, Suite 101
 Princeton, NJ 08542
 Telephone: 609-258-5226
 E-mail: conted2@princeton.edu
 Website:

www.princeton.edu/community/learning/continuing

Other course-related publications:

The *Undergraduate Announcement* is available online at:
www.princeton.edu/pub/ua/.

The *Graduate School Catalog* is available online at:
<http://gradschool.princeton.edu/about/catalog/>.