Steps for Official Purdue Retirees wishing to attend classes

{Steps for other senior citizens requesting Purdue admission will be published later.}

GENERAL GUIDELINES

1. All official Purdue retirees (hereinafter referred to as ‘retiree’) requesting admittance to a degree program must follow the same Office of Admissions procedures as traditional students.
2. Retirees wanting to take classes at a campus other than WL should follow procedures applicable to the selected campus; fee rates may be different.
3. After initial admission, if a retiree sits out for more than three semesters, s/he must re-contact the Office of Admissions. If a retiree desires to take courses in any of the three semesters following admission, s/he should begin with the Office of the Registrar (step 3 below).
4. Official Purdue Retirees are considered staff for fee remission purposes.

OFFICIAL PURDUE RETIREE REQUESTING ADMISSION AS NON-DEGREE-SEEKING

1. A retiree requesting admission as a non-degree seeking student needs to contact the Office of Admissions (765-494-1776 or admissions@purdue.edu). The retiree will confirm his or her PUID, current address, phone numbers, and email address. The Office of Admissions will then admit the retiree.
2. Upon admission the retiree will receive an admissions letter which will provide directions on how to activate his or her Purdue career account (if it’s inactive). It will also provide contact information for the Office of the Registrar.
3. The retiree will call the Office of the Registrar (765-494-8581) to receive an enrollment PIN to use for enrolling in classes online through the myPurdue portal found at the bottom left corner of the Purdue home page.
4. The retiree must submit a Form 15 to the Office of the Bursar to receive the staff fee remission.
5. To audit a course for no credit, the retiree must complete the Registrar Request to Audit a Class, Form 70, which must be signed by the course instructor. For official Purdue retirees, fees will be waived for audited classes.
6. The retiree will receive a fee statement from the Office of the Bursar showing remitted and owed fees.
7. Learn and enjoy.