

GRADUATE COLLEGE POLICY

IF A STUDENT IS ACCEPTED INTO A GRADUATE DEGREE PROGRAM AND THE PROGRAM RECOMMENDS ACCEPTANCE OF THE CREDIT A STUDENT MAY USE A COMBINATION OF TWELVE (12) UNITS OF GRADUATE CREDIT EARNED AS (1) A SENIOR; (2) A GRADUATE NON-DEGREE SEEKING; OR (3) GRADUATE UNITS TRANSFERRED FROM ANOTHER ACCREDITED UNIVERSITY TOWARD A GRADUATE DEGREE.

REQUIREMENTS AND INSTRUCTIONS FOR UNDERGRADUATE STUDENTS WISHING TO ENROLL IN 500-LEVEL COURSES

TO RECEIVE UNDERGRADUATE CREDIT THE STUDENT MUST:

1. be classified as a Senior;
2. have a minimum cumulative GPA of 3.00;
3. obtain the approval of the course instructor and the student's major advisor.
4. obtain final approval from the Graduate College (Admin 322).

TO RECEIVE GRADUATE CREDIT THE STUDENT MUST:

1. be classified as a Senior and within 15 units of completing all requirements for graduation;
2. have a minimum cumulative GPA of 3.00;
3. not have used the 500-level course(s) toward any Bachelor's degree requirements;
4. obtain approval of the course instructor(s) and department head in the department in which the course is offered;
5. obtain final approval from the Graduate College (Admin 322).

ADDITIONAL INFORMATION FOR SENIORS WHO WISH TO RECEIVE GRADUATE CREDIT

OUTSTANDING INCOMPLETE: An outstanding incomplete (course with a grade of 'I') is counted as part of the total units outstanding for graduation.

600-, 700-, & 900-LEVEL COURSES: Courses at these levels are NOT open to undergraduate students.

IF YOU ARE UNSURE OF YOUR UNDERGRADUATE DEGREE STATUS, PLEASE CHECK WITH YOUR MAJOR ADVISOR BEFORE COMPLETING THIS FORM.

PLEASE NOTE THAT YOUR COLLEGE DEAN'S SIGNATURE IS REQUIRED IF YOU ARE TAKING MORE THAN 19 UNITS OR YOU HAVE SUBMITTED A CHANGE OF SCHEDULE FORM AFTER THE DEADLINE TO DROP CLASSES WITH A GRADE OF 'W'.

Original – Graduate College
Copy – Office of Curriculum and Registration
Copy – Student