TO BE COMPLETED BY THE STUDENT: (An authorization request must be submitted by the student each semester in which he/she plans to enroll in graduate courses.)

I hereby request authorization to take graduate course(s) as an undergraduate.

INITIAL EACH:

____ 1. I am within twelve semester hours of completing my bachelor’s degree.
____ 2. I understand that the requested graduate course(s) may not be taken to fulfill requirements for a bachelor’s degree.
____ 3. I understand that the maximum number of graduate semester hours that I may accumulate prior to receiving the bachelor’s degree is twelve.
____ 4. I understand that I must make application to graduate studies for the term following expected graduation.

STUDENT NAME (please print) ___________________________________________ ID ____________________

STUDENT SIGNATURE_________________________________________ DATE___________________

TO BE COMPLETED BY YOUR ADVISOR:

INITIAL EACH:

____ 1. I have advised the student that the requested graduate course(s) may be counted toward a master’s degree upon graduation and admission into the graduate program, but not toward the bachelor’s degree.
____ 2. I recommend approval of the student’s request for authorization to enroll in the graduate course(s) listed below.

MAJOR ADVISOR SIGNATURE_____________________________________ DATE__________________

TO BE COMPLETED BY THE INSTRUCTOR(S):

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<th>Subject and Number</th>
<th>Title</th>
<th>Instructor Signature</th>
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TO BE COMPLETED BY YOUR FINANCIAL AID SPECIALIST:

_____ I have advised the student regarding the financial aid implications for mixed undergraduate/graduate enrollment.

FINANCIAL AID SPECIALIST ______________________________________ DATE________________

TO BE COMPLETED BY YOUR SCHOOL DEAN

Undergraduate GPA____________ Previous Graduate Hours____________

Total undergraduate hours remaining toward bachelor’s degree:____________

SCHOOL DEAN APPROVAL

Return completed form to the Office of Records and Registration, Lawrence Hall, Suite 213