



PERMISSION FOR UNDERGRADUATE STUDENT TO TAKE GRADUATE-LEVEL COURSE

STUDENT NAME Last First DATE

STUDENT ID NO. TERM CUM. GPA\* Advisor must initial GPA

MAJOR GRADUATING TERM (projected)

IMPORTANT

- Once a course is approved for use in a degree program and is recorded on the transcript, no reversal is permitted.
Undergraduates accepted into an accelerated or fast track program may apply up to six 5000-level (graduate) credit hours to both the bachelor's and master's degrees.

PROCEDURE

- Complete form.
If cumulative GPA is 3.0 or higher, obtain signatures from course instructor and your advisor.
If cumulative GPA is between 2.75 and 3.0, obtain signatures from course instructor, advisor, academic unit head offering the course, and your major department head.
Any request with a cumulative GPA of less than 2.75 will not be approved.
Bring the signed and approved form to the Registration Center for processing.

COURSE INFORMATION

CRN Prefix Course No. Section Course Title

SIGNATURES

Instructor Date

Academic Advisor\* Date

Academic Unit Head (offering course) Date

Academic Unit Head (major department) Date

OFFICE USE ONLY

Staff Initials Date Processed by Date