APPROVAL FOR GRADUATE LEVEL COURSE

This form must be completed by the requesting student, who must obtain all signatures prior to course registration and submitting the form to the Center for Student Services.

Permission will only be granted to students who have a class level of Junior or Senior as well as a cumulative GPA of at least a 3.0.

Students can take a maximum of one graduate level courses per semester and can only take a total of three graduate level courses during their undergraduate career.

Students taking graduate level courses must adhere to the grading guidelines published by the Graduate Division and outlined in the Academic Catalog.

The passing grade range is as follows: A, A-, B+, B, B-. The high passing grade of A is awarded for distinguished course work. The ordinary passing grade of B is awarded for course work that is clearly satisfactory. Any grade below B- is considered a failing grade. If a student withdraws before the sixth scheduled class meeting, the student will receive a W on the academic record; if after the sixth meeting and passing, W; if failing, WF.

Course Information:

Department: ______________ Course No: ______________ Title: ______________

Student Information:

Student Name (Print): ____________________________ Term: ______________

Student Signature: ____________________________ Date: ______________

Approvals:

Grad. Department Program Director: ____________________________ Date: ______________

Faculty Advisor Signature: ____________________________ Date: ______________

Revised July 2016