



Undergraduate Request to Enroll in Graduate Course

**Requirements:**

Qualified undergraduate students may enroll in graduate level courses to satisfy undergraduate degree requirements or for the purpose of later receiving graduate credit. To do this, students must obtain permission in advance from 1) his/her advisor, 2) department chair, 3) the instructor of the course, 4) the dean of the college/school, and 5) the Graduate School. **If your GPA is less than 3.0, you must obtain and attach justification, from the graduate course instructor, stating why you should be enrolled in the graduate level course.**

Directions:

1. Enter all information required below
2. Obtain **all** required signatures (except the Graduate School signature)
3. Attach justification (if required)
4. Submit this form to the Graduate School.

Note: The Graduate School will register you for this course upon final approval of the Graduate School.

Name: FIRST LAST ID:

Total hours completed Degree: Major:
toward bachelor's degree:

Graduate Course Requested:

	PREFIX	NUMBER	SECTION	CREDIT HOURS
Term:	Fall	Spring	Summer I	Summer II

Course Title:**Statement of Understanding: (please check one of the following)**

This is to request that the graduate course listed above be allowed to count toward my undergraduate career. I understand that, by doing this, this course can never be applied to a graduate degree should I become enrolled in a graduate program at a future date.

This is to request that the graduate course listed above be held for evaluation for credit toward a possible graduate career should I ever apply and be accepted into a graduate program. I understand that, by doing this, this course cannot be used to satisfy my undergraduate degree requirements.

Note: If you plan to apply to a UNCW graduate program, graduate courses taken while enrolled as an undergraduate student are governed by the Transfer of Course Credit policy as stated in the Graduate Catalogue.

By signing your name you are agreeing to the terms of the above statement.

Student Signature Date

Approvals:

Instructor Date

Advisor Date

Department Chair Date

College or School Dean Date

Graduate School Date