



Taking Graduate Courses as an Undergraduate Student PERMISSION REQUEST FORM

Name _____ Student ID# _____
Last First

Email Address: _____ Daytime Phone: _____

Address _____
Street City State Zip Code

Course(s) to be completed during the _____
Semester Year

Graduate Course(s) Requested: (Maximum 2 Courses)

Course Prefix and Number	Complete Course Title	Number of Semester Credit(s) Requested	Prerequisite(s) Met (If applicable)
1.			
2.			

- There are 18 or fewer hours of coursework remaining toward undergraduate degree requirements.
- Current cumulative GPA is 3.0 or higher.
- Student must receive permission from his/her Academic Advisor, their Department Chair in College of Arts & Sciences (CAS) or their Associate Dean of the College of Business (COB) or appropriate Program Director in the College of Education.
- Registration is dependent upon space availability in requested course(s).
- Will not be used to fulfill undergraduate degree requirements unless specific approval is given. Graduate credit may be counted toward a master's degree at UMW, if applicable and student matriculates into the Master's program within designated time frame; final grade must meet minimum grade requirements for program
- If there are financial aid considerations, the student is encouraged to contact the Financial Aid Office to review policies regarding completing graduate courses.

- Approved; Do Not Count Towards Undergraduate Degree
- Approved; Count Towards Undergraduate Degree (general elective credit only)
- Not Approved

Student Signature

Date

Academic Advisor, CAS or COB

Date

Department Chair, CAS/Associate Dean, COB/COE

Date