Graduate Course Request
453.38

Instructions: This form is to be used by undergraduate students who wish to request permission to take a graduate course. In order to take a graduate course, an undergraduate student must meet the following requirements:

- Must be classified as a senior with all current Chapel and Applied Ministry Project requirements completed;
- Must have a current GPA of 3.0 or higher;
- Must meet all academic criteria for the course;
- Must not exceed a maximum of 6 credit hours of graduate courses for undergraduate or graduate credit with B.A. degree requirements uncompleted.

Any graduate course taken for undergraduate credit cannot be taken for graduate credit at a later time nor be applied to a graduate degree. Qualified seniors who have filed a Graduation Application Form with the Registrar's Office may take more than 6 credit hours of graduate courses with approval.

Note: Financial Aid and military benefits may not cover graduate-level courses for B.A. students. Please contact Financial Aid Office or VA School Certifying Official if you have questions.

Please print and return completed form to the Registrar's office.

Please Print Clearly

Full Name: _____   Student ID Number: _____

Program Director: _____   Semester: _____   CGPA: _____

Graduate Course(s):

Course ID	Section	Course Title
Ex. THS101	Ex. A	Ex. Spiritual Foundations

Required Signatures (must be signed in the following order):

Student:

_____
Signature   Date

Program Director

_____
Signature   Date

Academic Affairs

_____
Signature   Date

Registrar:

_____
Signature   Date

OFFICE USE ONLY

Pre-registered in SONIS: _____ Date: _____   Copy to VASCO: _____ Date: _____