

# UNDERGRADUATE STUDENT'S REQUEST TO TAKE COURSES FOR GRADUATE CREDIT

**REQUIREMENTS:** Winthrop seniors with an overall grade point average at Winthrop of 3.0 or better may be permitted to take courses for graduate credit during their final semester of undergraduate work, provided the total course over load (undergraduate and graduate) for that semester does not exceed 16 semester hours. The student may receive graduate credit for these courses only if the requirements for the baccalaureate degree are satisfactorily completed by the end of that same semester.

**INSTRUCTIONS:** Complete this form and return it to Records and Registration. Give course prefix, number and title. Indicate the total number of hours to be taken this semester. Indicate the total number of hours needed to complete undergraduate course requirements. Give grade point ratio.

Name: \_\_\_\_\_ Student Number \_\_\_\_\_  
Last First Middle

I request permission to take the courses listed below for graduate credit in the following term: \_\_\_\_\_  
(Fall, Spring, Summer)

Department Prefix	Course Number	Title

I plan to take a total of \_\_\_\_\_ semester hours of undergraduate credit in order to complete the requirements for the bachelor's degree. My grade point average at present is \_\_\_\_\_ (Verified: \_\_\_\_\_)  
Records and Registration Date

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
PO Box/Street

Approval recommended: \_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Adviser Date

Approved:

\_\_\_\_\_  
Dean, College Date

\_\_\_\_\_  
Graduate Director (College offering course) Date