

KENT STATE UNIVERSITY

PERMISSION FOR UNDERGRADUATE STUDENTS TO ENROLL IN GRADUATE COURSES

It is recommended that (Mr./Mrs.) _____, an undergraduate degree candidate in the College of _____ majoring in the Department/School of _____ be allowed to enroll in the following graduate course(s):

Department/School	Course Number	Credit Hours

during the _____ Semester, 20____ and is to receive undergraduate credit for the above listed coursework.

Reason for request: _____

Local Address _____

Student I.D. Number _____ Overall Grade Point Average _____

Number of Hours Completed _____

APPROVALS:

 Chair, Director, or Graduate Coordinator of Department/School/Program offering the course Date

 Undergraduate Dean of Student's College Date

 Graduate Dean of the College of Department/School/Program offering the course Date

POLICY REGARDING UNDERGRADUATE DEGREE CANDIDATES ENROLLING IN GRADUATE COURSES:

Undergraduate degree candidates who have at least junior standing may obtain permission to enroll in a limited number of graduate courses and receive credit applicable toward the baccalaureate degree at Kent State University, upon recommendation of the Chair, Director, or Graduate Coordinator of the Department/School/Program offering the course and the Graduate Dean of the College or School offering the course. This privilege may be extended to students with a minimum 2.75 undergraduate grade point average. Such privileges will not normally be granted for courses at the 50000 level as such courses are usually at the 40000 level.

If you meet the above qualifications, please complete this application, obtain the appropriate signatures, and return the application to your college office. This application must be approved before you enroll in the course. Credit cannot be used toward both undergraduate and graduate degrees (except as approved in the Combined Baccalaureate and Master's Program).

Original to Registrar's Office
 Photocopies to Student and Dean's Office

This form should be faxed by the Graduate Affairs Office or the Student may take it to the Registrar's Office. Telephone Registration is not possible. (In-person registration requires valid I.D.)