

THE GRADUATE SCHOOL  
MONTCLAIR STATE UNIVERSITY  
**PERMISSION TO ENROLL**  
FOR AN MSU UNDERGRADUATE  
TO TAKE GRADUATE COURSES FOR **UNDERGRADUATE** CREDIT

1. Only those seniors who have completed 105 semester hours of the bachelor degree requirement and who have earned at least a 3.0 G.P.A. are eligible to take up to 6 semester hours of graduate level courses and earn undergraduate credit.
2. The Office of the Registrar must verify eligibility below.
3. Students must have appropriate prerequisites.
4. This form must be completed prior to registration and permission must be obtained from the course instructor, department chairperson (in which the course is offered), and The Graduate School.
5. The applicant should be aware that graduate courses taken for undergraduate credit will remain on the undergraduate record and cannot later be included in a graduate degree program. Approval for an undergraduate student to take graduate courses does not guarantee matriculation into a graduate degree program.

Name: \_\_\_\_\_ Student CWID: \_\_\_\_\_

Semester course will be taken: \_\_\_\_\_ Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ Year: \_\_\_\_\_

Anticipated Graduation Date: \_\_\_\_\_ Major: \_\_\_\_\_

GRADUATE COURSE(S) REQUESTED TO BE TAKEN:

Course Title: \_\_\_\_\_

Full Course Number: \_\_\_\_\_

Course Title: \_\_\_\_\_

Full Course Number: \_\_\_\_\_

UNDERGRADUATE course(s) being replace:

Course Title: \_\_\_\_\_

Full Course Number: \_\_\_\_\_

Course Title: \_\_\_\_\_

Full Course Number: \_\_\_\_\_

Please explain why this course is necessary for your undergraduate record: \_\_\_\_\_

VERIFICATION

The Office of the Registrar verifies that on \_\_\_\_\_ the above named student has earned \_\_\_\_\_ credits and has a GPA of \_\_\_\_\_  
Date

This meets or exceeds the requirement of 105 semester hours and a GPA of 3.0. \_\_\_\_\_  
Office of The Registrar Signature

APPROVALS

Your signature below indicates that you have reviewed the students GPA and credits earned and approve of this student registering for the class(es) listed above.

Course Instructor: \_\_\_\_\_ Date: \_\_\_\_\_

Department Chairperson: \_\_\_\_\_ Date: \_\_\_\_\_

The Graduate School: \_\_\_\_\_ Date: \_\_\_\_\_

2/2/2010