OFFICE OF THE REGISTRAR

VILAS 117

ST. LAWRENCE UNIVERSITY

APPLICATION FOR UNDERGRADUATE STUDENTS TO TAKE GRADUATE COURSES

STUDENT NAME_____ID#_____

SMC #_____ E-mail _____ PHONE(_____) _____ - _____

GRADUATE CLASS REQUESTED

TERM	YEAR	DEPT	CRSE #	SECT	UNITS	TITLE

Policy

1. Approved undergraduate students in their final semester may take a maximum of 9 graduate hours / 2.49 Units.
2. Approved undergraduate students may enroll for a maximum of 4.75 units per semester (graduate and undergraduate units combined).
3. No undergraduate units can be used to meet graduate degree requirements and no graduate units can be used to fulfill undergraduate degree requirements.
4. Financial aid eligibility is determined by the number of registered credits for both *undergraduate and graduate* units.

CRITERIA *(Prior to registering for graduate credit, undergraduate student must meet the requirements listed below)*

1. Must have earned a minimum of 33.5 units of undergraduate credit

    OR

    Undergraduate students who have three or fewer units to complete before graduation may enroll in a graduate course(s)
2. Must meet minimum GPA requirements for admission to the graduate program in which the desired graduate course is listed at the time of registration.
3. Charges will be computed at the flat tuition rate for undergraduate students.

* APPROVAL REQUIRED PRIOR TO REGISTRATION*

UNDERGRADUATE FACULTY ADVISOR: _____ _____

Date

GRADUATE COURSE INSTRUCTOR: _____ _____

Date

Processed by the Registrar's office on _____ by _____

Date   Staff name