Permission for Undergraduates to Enroll in Graduate Courses

Undergraduates may request to enroll in graduate courses that are well suited to their programs of study. This opportunity is normally reserved for juniors and seniors whose academic achievement makes graduate-level work appropriate. In exceptional circumstances, sophomores and freshmen may have compelling reasons to take a graduate course. An AB student wishing to enroll in a graduate course must obtain three approvals: from the instructor in charge of the course; the student's residential college dean; and the student's departmental representative (juniors and seniors) or the departmental representative for the department offering the course (freshmen and sophomores). A BSE student also needs three approvals: from the instructor in charge of the course; the student's departmental representative or academic adviser; and the associate dean of the School of Engineering and Applied Science (SEAS).

Please note that the following regulations apply:

- The course will normally not substitute for an existing undergraduate course on the same topic.
- Departmental courses may not be taken on a pass/D/fail basis.
- Undergraduates must submit written, graded work for a graduate course.
- All written work for the course must be completed by dean's date unless prior permission for an extension is granted by the residential college dean.
- Graduate courses do not satisfy undergraduate distribution requirements.
- Graduate courses, where the pass/D/fail option is available, may be taken P/D/F with the explicit permission of the residential college dean (AB students) or associate dean of SEAS (BSE students). Please note: courses taken on a pass/D/fail basis cannot count as departmental.

Undergraduates may not enroll in a graduate course on TigerHub. After obtaining all of the necessary signatures, undergraduates should bring this form to the Office of the Registrar.

Name: ____________________________ PUID # _______________ Class Year ____ Dept_______________
(Please Print)

SUBJ/Catalog # ___________________ 5 digit class #:__________________
( Ex. CEE 532 41339)

Title of graduate course: ______________________________________

Reasons for taking the course:

*Be sure to obtain signatures from the instructor and departmental representative BEFORE taking the form to your residential college dean.*

Permission granted by instructor:

Name: ____________________________ Signature: _____________________________ Date: _______
(Please Print)

Permission granted by the student's departmental representative (AB juniors and seniors); or by the representative of the department in which the course is offered (AB freshmen and sophomores) or by departmental representative OR adviser (BSE students).

Name: ____________________________ Signature: _____________________________ Date: _______
(Please Print)

Approval granted by residential college dean (AB students) or associate dean of SEAS (BSE students).

Name____________________________ Signature: ______________________________ Date: _______
(Please Print)

Dean's Approval for pass/D/fail grading option _________________________________

11/05/2014