MISSISSIPPI STATE UNIVERSITY - OFFICE OF THE GRADUATE SCHOOL

UNDERGRADUATE REQUEST TO ENROLL IN GRADUATE COURSE(S)

Name: _____ **MSU ID:** _____ **Net ID:** _____
Last *First* *Middle*

Major: _____

Criteria for an undergraduate student to enroll in graduate course(s):

- Cumulative GPA must equal or exceed minimum GPA required for admission to graduate program
- Must be in final semester and within 12 hours of completing bachelor's degree requirements
- Maximum of nine (9) graduate credit hours of enrollment allowed
- Sum of undergraduate and graduate credit hours during semester of enrollment must not exceed 13 hours

A request for exception to criteria must include justification and be approved by the Provost

Cumulative GPA: _____

Expected Date of Graduation: _____ **Hours Needed to Complete Bachelor's Degree:** _____

Semester Requesting Enrollment: _____ **Fall** ____ **Spring** _____ **Summer** **Year Requesting Enrollment:** _____

Sum of Undergraduate and Graduate Hours that will be scheduled: _____

Enrollment Requested for the following graduate course(s):

Course Symbol & Number	CRN Code	Section	Course Title

Justification for exception to criteria (if applicable):

Typed/Printed Name: **Approval Signatures:**

_____ _____
Student Date

_____ _____
Course Instructor Date

_____ _____
Course Instructor Date

_____ _____
Course Instructor Date

_____ _____
Department Head (Undergraduate Program) Date

_____ _____
Dean (Undergraduate Program) Date

_____ _____
Department Head (Graduate Program) Date

_____ _____
Dean (Graduate Program) Date

_____ _____
Provost (if applicable) Date

After all applicable approval signatures are obtained, please bring this form to the Office of the Graduate School, 116 Allen Hall, to receive a level override that will allow you to register for the graduate course(s).