

## APPLICATION FOR GRADUATE CREDIT FOR GRADUATING SENIORS

Instructions: After reading the regulations in the University Catalog pertaining to graduate credit for seniors (section 4.7 in "University Academic Regulations"), complete this form with the assistance of your undergraduate advisor and, if necessary, an advisor in the department in which you expect to receive an advanced degree. This form must be completed by the end of the second week of the semester in which the graduate level courses are taken (or by the end of the 1st week of a summer session).

Today's Da	te		Student CWID#		
Nan	Last Name		First Name	Middle	
Addre	Street or Bo	ox No.	City	State	Zip Code
The follow	ing request is	for (circle semester)	FALL SPRING SUMMER	20	_
Courses	TO BE TAKEN 1	HIS SEMESTE	R FOR UNDERGRADUATE CREDIT		
CRN/ Call#	Course Prefix	Course Numbe	Course Title		Credit Hours
Courses	(INCLUDING 3000*	AND 4000*) REC	Total undergraduate credits		
CRN/ Call#	Course Prefix	Course Number	Course Title	Credit Hours	Instructor Approval*
			Total grad	uate credits	
* The sign	nature of the grad	uate course instri	ctor is required. The instructor must be a mem	·	<u> </u>
courses, I must ea nust complete all	rn no less than a "B' work required of a g	" in those courses for graduate student. I ha	the upcoming semester. I understand that to receive which I seek graduate credit. In addition, in the courve read Academic Regulation 4.7 in the University Coments of this regulation. I made application for my	rses designated for gratalog as well as the	aduate credit I
Student Signat and Date:	ure		Semester I ex to grad		
Approved:	Undergraduate Advisor/ PHONE NUMBER Date				
Approved:	Dean of student's undergraduate college and PHONE NUMBER  Date				
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Approved:	Dean, Graduate College				

## Additional information for Academic Regulation 4.7 "Graduate Credit for Graduating Seniors"

This program is intended to encourage undergraduate students to continue their education in a graduate program at OSU. The graduate coursework taken as a part of this program may or may not be recognized for graduate credit at another university. The general guidelines are as follows:

- 1) This form must be completed and turned into the Graduate College by the end of the second week of the semester in which the graduate level courses are taken (or by the end of the 1st week of a summer session).
- 2) Students must have a minimum cumulative graduation/retention undergraduate GPA of **3.00**.
- 3) An OSU undergraduate student may apply to take graduate level coursework (for graduate credit) in his/her last semester or within the last 12 hours of coursework while enrolled as an undergraduate.
- 4) Students should be aware that taking graduate level courses while an undergraduate **may affect their financial aid**. Any student who receives financial aid should checkwith a financial aid officer BEFORE enrolling in graduate courses.
- 5) The student must earn no less than a "B" in any course for which he/she seeks graduate credit.
- 6) The maximum number of credit hours a student may use for graduate credit while an undergraduate is 15.
- 7) The graduate courses identified on this form may not be used to meet requirements for an undergraduate degree.
- 8) The student must have completed a diploma application for his/her undergraduate degree in the Certifications section of the Registrar's office *prior to completing this form*.
- 9) Students are cautioned that institutions other than OSU may or may not allow courses taken for graduate credit during the senior year to be transferred into one of their graduate programs.
- 10) Specific University Academic Regulations regarding this process may be found in the University Catalog, Section 4.7.

Please contact the Graduate College with any questions regarding this form:

Graduate College 202 Whitehurst Stillwater, OK 74078 405-744-6368 405-744-0355 (fax) grad-i@okstate.edu