



# Application for Undergraduates to Take a Graduate Course

To ensure registration and accurate processing, this form:

- **Cannot be completed online. Students must secure signatures on a printed form, and**
- **Must be accompanied by a drop/add or course request form (available from the Office of the Registrar).**

University of Miami undergraduates within 30 credits of meeting the requirements for the Baccalaureate Degree may be considered for concurrent admission to graduate study in non-degree senior-graduate status, and in this status may take and receive credit for graduate courses, while completing the requirement for the baccalaureate.

Approval for graduate coursework requires:

1. Must have a minimum of 3.000 GPA.;
2. the submission of a form (which can be obtained at the Graduate School), which will not require the application fee;
3. the written approval of the Chairman of the Department, the Dean of the Undergraduate School or College, and of the Graduate Dean **prior to registration** on the form.
4. Consultation with the Office of Financial Assistance.

Admission to take graduate courses does not automatically admit the student to a graduate degree at the University of Miami.

The graduate credits earned may NOT be used to meet undergraduate graduation requirements or be used to meet the 120 credit hour requirements at the University of Miami.

No more than six (6) graduate credits may be taken in one semester, and no more than a total of twelve (12) graduate credits may be taken as an undergraduate. The student should have at least 12 undergraduate credits each semester to avoid eligibility issues for some aid programs.

Undergraduate students who request to take graduate coursework must register and be processed centrally at the Office of the Registrar, University Center.

_____	_____	_____
Last Name	First Name	Date
_____	_____	
Telephone Number	E-mail	
_____	_____	_____
C-Number	G.P.A.	Major G.P.A.
Number of Courses Completed _____		

**Please specify which course(s) in which you wish to enroll.**

Department	Course Number	Credits
_____	_____	_____
_____	_____	_____
_____	_____	_____
Proposed Term for Enrollment ( <i>month/year</i> )	Session	
_____	_____	

**I UNDERSTAND THE FINANCIAL IMPLICATIONS OF THIS COURSE REGISTRATION.**

Office of Financial Assistance	Date	Student Signature	Date
_____	_____	_____	_____

**Please sign if this student has been approved for the above graduation registration.**

Department Chair	Date
_____	_____
Undergraduate Dean	Date
_____	_____
Dean of the Graduate School	Date
_____	_____