

## Permission for Undergraduate Student to take a Graduate Course

Matriculated seniors who stand academically in the upper quarter of their class may, with the appropriate approvals, enroll in one graduate course each semester during their senior year. Tuition is charged at the regular undergraduate rate. Credit earned will count either toward completion of a baccalaureate degree, or, with permission, be applied towards a future graduate degree in the Nathan Weiss Graduate College. A grade of "B" or better is required for inclusion in a graduate degree.

**Procedures:**

1. Seniors who wish to take a graduate course to be applied for credit towards a baccalaureate degree must obtain the approval of their respective academic advisor AND the college dean where their academic program is housed. Upon approval, this form should be taken to the Office of the Registrar for registration.
2. If the graduate course is to be applied towards a future graduate degree in the Nathan Weiss Graduate College, approvals from the Academic Advisor, the College Dean, and the the Office of the Registrar are required. Upon approval, this form should be taken to the Office of the Registrar for registration. **Please note: approval of a graduate course to be applied towards a future graduate degree does not imply acceptance into the Nathan Weiss Graduate College.**
3. If a course requires a petition for registration, the student must have the appropriate petition entered prior to registering.

Name \_\_\_\_\_ Student ID# \_\_\_\_\_

Current Program \_\_\_\_\_ Option \_\_\_\_\_

Preferred Contact Phone # \_\_\_\_\_ Kean Email \_\_\_\_\_

Credits completed \_\_\_\_\_ Current cumulative GPA \_\_\_\_\_

Graduate course to be taken \_\_\_\_\_  
Department      Course #      Section      Credits      Semester

**Please Check One:**

\_\_\_\_\_ This course will be credited towards a baccalaureate degree ***\*Approval from Academic Advisor AND College Dean are required\****

\_\_\_\_\_ This course will NOT be credited towards a baccalaureate degree and MAY be considered for inclusion of a future graduate program at the Nathan Weiss Graduate College ***\*Approval from Academic Advisor AND College Dean AND Office of the Registrar are required\****

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**Required Approvals**

\_\_\_\_\_  
Academic Advisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
College Dean

\_\_\_\_\_  
Date

\_\_\_\_\_  
Office of the Registrar  
(Administration Building, 1st floor)

\_\_\_\_\_  
Date