

# WAGNER COLLEGE

## OFFICE OF THE REGISTRAR

### PERMISSION FOR UNDERGRADUATE STUDENT TO TAKE GRADUATE COURSES

STUDENT'S NAME: \_\_\_\_\_ ID# \_\_\_\_\_

Specifications for Permission:

A student in the last year of the bachelor's degree program may take a maximum of nine credits of courses toward a master's degree under the following conditions:

1. Completion of the junior year.
2. A cumulative scholastic index of 3.00 or better
3. The filing of an application for permission to take graduate courses with the Dean of Graduate Studies. This application must be approved by the Chair of the department in which the student is enrolled and by the Dean of Graduate Studies. This written approval must be granted before the student will be permitted to register.

Such students will be permitted to take a maximum of nine credits of graduate (500 or above) courses in the senior year with no more than six credits of graduate work in a given semester.

The total course load, undergraduate and graduate, must not exceed sixteen credits (or the corresponding normal load in summer sessions).

The credits will be over and above the 36 units needed for the bachelor's degree and may not be applied to that degree.

A special student who later wishes to matriculate as a candidate for a master's degree must apply through the Admissions Office for permission to matriculate. Such permission will be granted only if requirements for admission as a degree candidate are satisfied.

Once admitted as a matriculated graduate student the nine credits will be applied to the graduate transcript.

STUDENT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

#### DEPARTMENT USE ONLY

Cumulative GPA Overall \_\_\_\_\_ Number of Units Earned (Minimum of 27 units) \_\_\_\_\_

\_\_\_\_\_  
Signature – Department Chair

\_\_\_\_\_  
Date

Send Original to Registrar \_\_\_\_\_

Date: \_\_\_\_\_

07.27.19