TEXAS A&M UNIVERSITY-COMMERCE
Office of Graduate Studies
903/886-5163 or graduate.school@tamuc.edu

A Request to Schedule a Senior Student for a 500-Level Course

This form is for seniors requesting to take a graduate course(s) during their undergraduate program. The form must be filled out, signed by the undergraduate advisor, and department head where the course is offered, and approved by the Dean for Graduate Studies before a senior student may register for a 500-Level course. After the form is completed, the student should submit it to The Office of Graduate Studies for final approval.

Are you a BPA/MBA (5 year MBA) student? ☐ YES ☐ NO

What Semester/Year will you be completing your final Undergraduate Course?:_____

Expected Undergraduate Graduation Date (leave blank if 5 year MBA student):_____

Course:_____ Semester of course:_____20_____
Prefix/Number/Section and CRN

I certify that I am a senior student in my last semester who lacks 12 hours or less (or a student registered for the summer semester who lacks only the student teaching block of courses) to complete my bachelor's degree and have an overall grade point average of 2.75 or higher. I understand that in no case may any graduate course be applied toward an undergraduate degree.

_____ Student ID No._____
Signature of Student Date

_____ Email_____
Print Your Name

TO BE COMPLETED BY UNDERGRADUATE ADVISOR

Undergraduate GPA:_____
Total number of hours enrolled for semester of request:_____
Total number of hours completed:_____

_____
Signature of Undergraduate Advisor Date

_____
Print name of Undergraduate Advisor

_____
Signature of Department Head (for course requested) Date

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For office use only:

_____ Approved Denied _____
Signature of Graduate School Dean Date

Reason for denial: _____

Revised 04/14/11