



# Application for Undergraduates to Take a Graduate Course

University of Miami undergraduates within 30 credits of meeting the requirements for the Baccalaureate Degree may take and receive credit for graduate courses, while completing the requirements for the Baccalaureate Degree.

Approval for graduate coursework requires:

1. That the student has a minimum 3.000 cumulative GPA
2. the submission of this form accompanied by
3. a completed drop/add or course request form (available from the Office of the Registrar) with all required signatures
4. Consultation with the Office of Financial Assistance.

Admission to take graduate courses does not automatically admit the student to a graduate degree program 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 be enrolled in 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.

\_\_\_\_\_  
Print Name (First, Last) Signature Date

\_\_\_\_\_  
Student C-Number Student Empl ID Student Phone Number Student E-mail

Number of Credits Completed (UM + Transfer) \_\_\_\_\_ UM Cumulative GPA \_\_\_\_\_

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

Department	Course Number	No. of Credits
_____	_____	_____
_____	_____	_____
_____	_____	_____
Proposed Term for Enrollment ( <i>semester/year</i> )	Session	
_____	_____	

**I understand the financial implication of this course registration.**

Office of Financial Assistance (print name) Date Student (print name) Date

Office of Financial Assistance (signature) Date Student (signature) Date

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

**Department Chair**

\_\_\_\_\_  
Print Name Signature Date \_\_\_\_\_

**Undergraduate Dean**

\_\_\_\_\_  
Print Name Signature Date \_\_\_\_\_

**Graduate School Representative**

\_\_\_\_\_  
Print Name Signature Date \_\_\_\_\_

Please submit this form to the Graduate School.