



APPROVAL FOR UNDERGRADUATES TAKING GRADUATE COURSES

Use of this Form: This form is used to track undergraduate students registering for graduate courses. It must be submitted in person during registration with all required approvals. Undergraduates are not permitted to take 700-level courses. The maximum number of graduate courses an undergraduate can take is 9 credits.

Last Name: _____ First Name: _____

Date: _____ Student ID: _____

Email Address: _____ Cohort: Junior Senior

Major: _____ Cumulative GPA: _____

1. _____ Graduate course replacing Undergraduate Degree requirement (Undergraduate credit only, minimum cumulative GPA of 2.8 is required)
2. _____ Graduate course applied only to Graduate Degree (Last semester of senior year, graduate tuition rates apply; minimum cumulative GPA of 2.8 is required.)
3. _____ Graduate course used for BS/MS/MBA/MIP/MArch Program (Course will be applied to BS degree now and MS degree requirements later only if course grade is a B or better; BS/MS approval by Graduate Studies Office required; number of BS/MS courses limited by policy; minimum cumulative GPA of 3.0 required.)
See <http://www.njit.edu/graduatestudies/program-options/bs-ms/index.php>

EXACT COURSE NUMBER AND TITLE OF COURSE (ONE COURSE PER APPROVAL FORM)

TERM	COURSE ID	SECTION	TITLE
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APPROVAL SIGNATURES

Undergraduate Advisor _____ Graduate Advisor (Required) _____

Name _____

Email _____

Received by: _____ Date: _____
Registrar

Original will be retained in the Registrar's Office only and will be available for Graduate Studies use. Information on this procedure will be accessible through the NJIT website: <http://catalog.njit.edu/graduate/frontmatter/academicpolicy.php>