

**UNDERGRADUATES TAKING GRADUATE COURSES FOR
GRADUATE CREDIT ONLY**

Upperclass undergraduate students who are in good academic standing may use this form to register for graduate courses. The maximum number of graduate credits an undergraduate can take is 9 credits. This form is not to be used for joint degree courses. Credit earned can only be included on the graduate academic record and cannot be used to fulfill undergraduate degree requirements. Students will be charged the graduate tuition rate after the add/drop period has passed for the semester in which the student is enrolled. Please note: undergraduate financial aid/scholarships will not apply toward the payment of these courses.

- PROCEDURES:** 1. Complete the form and obtain all necessary approvals.
2. Student must present the completed form to the Office of the Registrar prior last day of add/drop.

Last Name: _____ **First Name:** _____

NJIT ID: _____ **Cumulative GPA:** _____

Major: _____ **Credit Completed:** _____

GRADUATE CREDIT. MAX OF 9 CREDITS. GRADUATE TUITION RATE APPLIES.

TERM SUBJECT/COURSE SECTION CRN# TITLE

TERM	SUBJECT/COURSE	SECTION	CRN#	TITLE

By signing this form, I certify that I have reviewed the policy procedures set forth in the Undergraduate Catalog governing undergraduate students taking graduate courses. I understand this course(s) cannot be used to fulfill degree requirements for an undergraduate degree and I will be charged the graduate tuition rate. I also understand that taking graduate courses does not guarantee my acceptance into a graduate program at a later date.

Student Signature: _____ **Date:** _____

APPROVAL SIGNATURES

Undergraduate Advisor _____ **Date:** _____

Graduate Advisor _____ **Date:** _____

Department Chair
Required for 700-level courses _____ **Date:** _____

Received by Registrar: _____ **Date:** _____