**PERMISSION FOR UNDERGRADUATE STUDENTS**

**TO TAKE GRADUATE COURSE**

Grove School of Engineering

# Office of Undergraduate Affairs

Steinman Hall 209

To be allowed to take graduate courses, an undergraduate student **MUST be a senior with a minimum** **cumulative** **GPA of 2.75**, and the student must receive permission from the Department General Advisor, Department Chairperson, and the Deans for Undergraduate Affairs and Graduate Studies in The Grove School of Engineering. Prior to taking the course, it is the student’s responsibility to consult with the general advisor for his or her undergraduate major to make sure that the course will count for the purpose which he or she indicated on this form.  **Please note that an undergraduate student at the Grove School cannot take engineering graduate courses for graduate credit.**

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**Part I. (To be completed by the student)**

**NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ EMPL#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Last Name First Name**

**PHONE# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ EMAIL\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CURRENT GPA: \_\_\_\_\_\_\_\_\_\_\_\_ SEMESTER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Graduate Course Name (& Number): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Purpose (check one): ⁭ Undergraduate Elective Course (Type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)**

**⁭ Undergraduate Course Substitution (Original Course: \_\_\_\_\_\_\_\_\_\_\_\_\_)**

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**Part II. (To be completed by the respective officials;**

**please PRINT your name in the indicated parenthesis and SIGN in space provided)**

**Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_**

**Department General Advisor (**Mr. Edward Baurin**)**

**Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_**

**Department Chairperson (**Prof. Roger Dorsinville**)**

**Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_**

**Assistant Dean, Undergraduate Affairs** (Mr. Rawlins Beharry)

**Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_**

**Associate Dean, Undergraduate Affairs (Dr.** Ardie Walser)