



Enrollment in 500 Level Courses by Undergraduates

Undergraduate students who have a cumulative average (GPA) of 3.00 or above and who have completed more than 90 semester hours of coursework may request permission to enroll in a 500 level course, for which they have met all course pre-requisites.

Undergraduate students who want to enroll in a 500-level course must complete this form. Then, signatures must be obtained from: (1) The student’s advisor, (2) the instructor teaching the course, (3) the chair of the department that is offering the course, and (4) the Dean of Graduate Studies.

IMPORTANT: Only list one course per form.

NAME: _____ PHONE: _____

STREET: _____ CITY/STATE/ZIP: _____

CCSU ID: _____ EMAIL ADDRESS: _____

CHECK ONE: __ BA __ BS __ BS Ed __ BSN __ BFA

CHECK ONE: __ Full Time __ Part Time

MAJOR: _____ SEMESTER HOURS EARNED: _____ GPA: _____

I wish to enroll in the following 500 level course during the _____ semester, 20____.

COURSE NUMBER	COURSE TITLE	SEMESTER HOURS
_____	_____	_____

Justification for enrolling in this course: _____

CHECK ONE:

_____ I request that the credits be counted toward my undergraduate degree requirements. (Appropriate substitution required. Questions? See your evaluator in the Registrar’s Office.)

_____ I request that credits NOT be counted toward my undergraduate degree. (If courses are not counted, it may be possible to use them later in a graduate program, but only with permission from the Graduate advisor.)

_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
STUDENT’S ADVISOR	APPROVE	DISAPPROVE	DATE

_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
INSTRUCTOR	APPROVE	DISAPPROVE	DATE

_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
CHAIR OF DEPT OFFERING COURSE	APPROVE	DISAPPROVE	DATE

_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
DEAN OF GRADUATE STUDIES	APPROVE	DISAPPROVE	DATE

Return completed form to: CCSU-Graduate Studies-HB102; 1615 Stanley Street, New Britain, CT 06500