



Registrar

**UNDERGRADUATE STUDENTS
PERMISSION TO ENROLL IN GRADUATE COURSE:**

The student should submit this form to Jay Express after it has been signed by the Graduate Program Director and the Dean of Graduate Studies.

Requirements for undergraduate students taking graduate-level courses:

- Must be a Senior in their undergraduate degree program
- Must have a minimum cumulative GPA of 3.0
- May enroll in only one graduate course per semester – **for a maximum of two graduate courses**

Student EMPLID#: _____

Student Name: _____

Requested Registration Term: _____ **Session:** _____

Course #: _____ **Course Name:** _____
(E.g. CRJ 715)

Course Section: _____ **Unique Course Code:** _____
(E.g. 01) *(E.g. 3119)*

List the graduate course(s) you have previously taken or are currently taking as of today's date:

Course Number	Course Name	Prof.	Semester	Grade
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____

REQUIRED GRADUATE STUDIES APPROVAL:

This undergraduate student's CUNYfirst record was reviewed to ensure they meet the requirements specified above.

Graduate Program Director

Name: _____ **Signature:** _____ **Date:** _____

Dean of Graduate Studies

Name: _____ **Signature:** _____ **Date:** _____