



Undergraduate Petition to Enroll in Graduate Level Courses

Undergraduates must complete a petition for each semester they desire enrollment in graduate level courses. REQUIREMENTS: In order for this application to be considered, the student must:

- Have a minimum of a 3.0 cumulative GPA
- Have senior standing during the semester they wish to enroll in graduate level classes
- Not be enrolled in more than 18 credit hours of combined UG/Grad coursework for the semester
- Not exceed the limit of 12 credit hours of total graduate coursework allowed as an undergraduate

Students must submit this form to the Office of Graduate Studies **no later** than the last day to add/drop for the semester and **no sooner** than the first day of registration. The form will be reviewed and if approved, the student will be administratively added to the **graduate level courses** by the Registrar's office.

PERSONAL INFORMATION:

Last name	First Name	Middle Initial
SMU student ID number	Email address	Preferred phone number

ACADEMIC INFORMATION:

Current cumulative GPA	Major	Expected graduation date	
Class standing (for semester of petition)		Number of graduate credits already completed	
List ALL courses you will enroll in during the semester (graduate and undergraduate)			
Course number	Course Name	Credit hours	Semester / year

I AM PETITIONING AS AN ACCEPTED 4+1 GRADUATE STUDENT OF (PROGRAM): _____

I AM PETITIONING JUST AS AN UNDERGRADUATE REQUESTING ENROLLMENT IN A GRADUATE COURSE

REQUIRED SIGNATURES

Undergraduate advisor - Print name	Undergraduate advisor - Signature
Graduate program director - Print name	Graduate program director - Signature
Dean of Student's Major – Print Name **	Dean of Student's Major - Signature

DEAN'S APPROVAL OF REQUIREMENT EXCEPTIONS: **Approved** **Disapproved** | **No Exceptions Exist**

Student acknowledgement:

I acknowledge that it is required that I earn a minimum grade of "B" in all graduate-level coursework. As applicable, I must still apply and be admitted to the graduate program as a 4+1 student before I am considered a graduate student. I understand that no more than 12 credit hours of graduate coursework taken as an undergraduate can be counted towards a graduate degree. **Only 6 of these 12 credits can also be used towards the undergraduate degree.** *Permission to enroll in graduate coursework or the 4+1 program is not a guarantee of graduate program admission. Students retain their undergraduate student status until they graduate with their Bachelor's degree, apply for, and are admitted to a graduate degree program.* I certify that all answers and statements are true and complete to the best of my knowledge.

Student signature: _____

**** The Dean should sign all petitions as acknowledgement of review. For any exceptions to the requirements, the Dean's approval is required and approval box should be checked as appropriate or that no exceptions exist regarding petition.**