



College of Engineering Petition to Receive Undergraduate Credit for Graduate-Level Course

Student Instructions: Collect all signatures and, if approved, return to your academic advisor to schedule course.

STUDENT INFORMATION

Name _____
Last First Middle

Student ID Number _____ OSU E-Mail _____

Intended Degree: _____ GPA _____ Hours : _____ Honors Status: Y N*
If N, need letter of support from faculty advisor to petition

COURSE INFORMATION

Academic Term: _____ Department & Course Number: _____

Credit Hour(s): _____ Class Registration Number: _____

Reason for taking course _____

I understand that I will NOT now be able to receive graduate credit for this course and that I will NOT be able to change the course to graduate credit status at any time in the future.

Student Signature

Date

APPROVAL – ALL SIGNATURES REQUIRED

INSTRUCTOR OF COURSE: Sign below if Student has permission to enroll in course listed above.

Instructor Signature Date OSU Email

DEGREE PROGRAM (Undergrad Academic Advisor & Grad Studies Chair): Provide approval below.

Student meets the established criteria (has Honors status) and the undergraduate credit the student will earn will fulfill the degree requirement: _____ (e.g. technical electives, major core).

Student meets the established criteria (has Honors status) but the undergraduate credit the student will earn will NOT fulfill a degree requirement.

Student does NOT meet the established criteria (does not have Honors status) but is requesting the Graduate School consider an exception and has a letter of support from his/her faculty advisor (attached).

Advisor Signature Date OSU Email

Graduate Studies Chair Date OSU Email

GRADUATE SCHOOL: Sign below if Student has permission to enroll in course listed above.

Graduate School Representative (247 University Hall) Date OSU Email