



Office of the Registrar

TENNESSEE TECH

REQUEST FOR UNDERGRADUATE OR GRADUATE CREDIT

Student Name: _____ T#: _____ Date: _____ Term: _____
(Last) (First) (MI)

Courses Requested:

If approved, this course(s) will give me a total class load of _____ hours for the above term.

CRN	SUBJ	COURSE #	TITLE	CREDIT HOURS

Please check the **one** option below that applies to you:

___ I certify that I am classified as a senior and my cumulative GPA is _____. I understand that I will receive **UNDERGRADUATE** credit for this course, and I **cannot** later receive graduate credit for it. (Senior: overall GPA 3.0 or higher required, limited to 9 hours of graduate coursework while still pursuing an undergraduate degree.)

___ I certify that I am within 18 hours of completing the requirements for the Bachelor's Degree and my cumulative GPA is _____. I understand that I will receive **GRADUATE** credit for this course, and I **cannot** later receive undergraduate credit for it. I understand that this credit will **not** automatically count toward a graduate degree. (Senior: overall GPA 3.0 or higher required, limited to 9 hours of graduate coursework while still pursuing an undergraduate degree.)

___ I certify that I am classified as a Non-Degree seeking student. I understand that I will receive _____ **UNDERGRADUATE** or _____ **GRADUATE** credit for this course, and I **cannot** later change the application of this credit. (Not more than 9 semester credits earned while a non-degree graduate student may be used for degree purposes and only then when approved by the major department and College of Graduate Studies.) *This option is recommended for teacher certification courses.

Student Signature: _____

Date: _____

Approval Signatures:

Department Chair: _____

Date: _____

Advisor: _____

Date: _____

Instructor: _____

Date: _____

College of Graduate Studies: _____

Date: _____

This form must be filed with the Office of the Registrar, Jere Whitson, Room 221, and a duplicate copy must be filed with the College of Graduate School.