

RESERVATION OF COURSE FOR GRADUATE CREDIT

Obtain all signatures, sign at bottom and submit to MAI 101

Name _____ EID _____

Undergraduate College _____ Major _____

Graduate Degree Sought _____ Instructor _____

Course Abbreviation _____ Unique Number _____ Semester/Year _____

Instructions:

1. Complete this form in full before the 12th class day, using a separate form for each course.
2. Obtain ALL signatures below, preferably in the order they appear on the form. Dual degree students must obtain both of their Undergraduate Deans and Undergraduate Advisers' signatures.
3. Return the form to The Graduate School, Main Building 101, Mail Code G0400.

Note: This form does not register you in a graduate level course.

Please see your department for registration help.

By signing below, I confirm that the student has my permission to register for this course.

(Instructor)

(Graduate Adviser)

By signing below, I confirm that the student has been approved to take this course and the course listed will not be used to fulfill requirements of this student's undergraduate degree:

(Undergraduate Adviser)

(2nd Undergraduate Adviser for Dual Degree Students)

(Dean of Undergraduate College)

(2nd Undergraduate Dean for Dual Degree Students)

By signing below, I acknowledge my understanding of the following rules governing the reservation of a course for graduate credit:

1. You must have a 3.0 overall UT GPA.
2. You must have completed at least 90 undergraduate hours.
3. You cannot register for more than 15 hours in a long semester (12 hours for summer session).
4. Only 12 total hours of coursework may be reserved for graduate credit.
5. A student who has already earned a bachelor's degree may NOT reserve courses for graduate credit.
6. Only graduate courses may be reserved for graduate credit.
7. Courses reserved for graduate credit may not also be used to fulfill the requirements of an undergraduate degree.
8. The grade earned in this course will be included in your undergraduate GPA.

(Student)

For Graduate School use only: Approve _____
 Deny _____