

Undergraduate Request to Enroll in a Graduate Course

Only Seniors may enroll in College graduate program courses. To avoid any additional charge for taking graduate school classes, undergraduate students must be enrolled for a minimum of 12 credits at the undergraduate level per semester in which they are enrolled for a graduate course(s) and they may only take a maximum of 6 graduate school credits. If an undergraduate student elects to enroll in more than 6 graduate credit hours or less than 12 undergraduate credit hours, this will impact the student's financial obligation to the College and his or her financial aid. Students wishing to take a Graduate Course during the summer session must register and pay for the course in the summer semester and will not be eligible for a tuition waiver.

Name: _____ Student Id: _____

Academic Program: _____

Advisor: _____ Anticipated Graduation Date: _____

Best phone number to reach you: _____ Cumulative Grade Point Average: _____

Graduate course you wish to take: Course Number and Section _____

Course Title _____ **Course Instructor** _____

Course Credit _____ **Semester and Year taking course:** _____

Are you taking this course to meet Undergraduate Degree Requirements? YES NO

If yes, how will it be used? _____

If no, what is your reason for taking this course? _____

(If you are taking more than one course, please complete information on reverse side.)

Give the name of one Wheelock faculty member who could recommend you:

Student Signature: _____

Signature of Academic Advisor: _____

Signature of Academic Dean**: _____

** Arts and Sciences courses: Dr. Detris Adelabu, ACE 223E

Education courses: Dr. Linda Banks-Santilli, Classroom Building 205

Social Work, Child Life, Nonprofit Leadership courses: Dr. Hope Haslam Straughan, ACW 303D

Complete only if you are requesting to take more than one graduate level course this semester.

Additional Graduate Courses this semester:

Graduate course you wish to take (number and title): _____

Semester and year you wish to take this course: _____

Do you need this course for your Undergraduate degree? YES NO

If yes, how will it be used? _____

If no, what is your reason for taking this course? _____

Graduate course you wish to take (number and title): _____

Semester and year you wish to take this course: _____

Do you need this course for your Undergraduate degree? YES NO

If yes, how will it be used? _____

If no, what is your reason for taking this course? _____

Return to: Academic Records & Registration
 Activities West, First Floor,
 Wheelock College, 200 Riverway, Boston, MA 02215



For office use only:

Registrar Approval: _____

Undergraduate credits _____ Graduate Credits: _____ Total Credits: _____

Date completed _____ Completed by: _____ Date copy sent to student accounts: _____

