



For Office Use Only

Posted By: _____ Date Posted: _____

Office of the Registrar

Request to Apply Undergraduate Coursework to Graduate Program

STUDENT INFORMATION

Student ID: _____ Name: _____
Last Name First Name Middle Name

Email: _____ Phone: _____ Athlete: Yes No Matriculation Term and Year: Fall Spring Summer 20 _____

Undergraduate Degree Information Graduate Degree Information

<small>Degree Received</small> _____	<small>Major</small> _____	<small>Major</small> _____	<small>Degree in Progress</small> _____	<small>Major</small> _____	<small>Department</small> _____
<small>Degree Received</small> _____	<small>Major</small> _____	<small>Major</small> _____	<small>Expected Graduation Date</small> _____	<small>Advisor Name</small> _____	
<small>Graduation Date</small> _____					

COURSES TO BE CONSIDERED FOR CONVERSION

Fill in term and year taken, subject, and course. The shaded area will be completed by the Office of the Registrar.

Course Information			Total Hours		Major			Upper Level			Distribution		OTR Approval	
			Hours Earned _____											
			Required for UG Degree _____											
			Excess Hours _____											
Term and Year Taken	Subject	Course Number	Semester Hour Value	Balance of Hours	Used	Substitute Course		Used	Substitute Course		Used	Substitute Course		
					Y/N			Y/N			Y/N			
					Y/N			Y/N			Y/N			
					Y/N			Y/N			Y/N			
					Y/N			Y/N			Y/N			
					Y/N			Y/N			Y/N			

Comments: _____

SIGNATURES AND APPROVALS

_____ <small>Student Signature</small>	_____ <small>Date</small>	_____ <small>Registrar Approval</small>	_____ <small>Date</small>
_____ <small>Department Approval</small>	_____ <small>Date</small>	_____ <small>Dean, Graduate & Post-Doctoral Studies Approval</small>	_____ <small>Date</small>