Senior Requesting Graduate Credit

This application is for **undergraduate seniors** who intend to apply to graduate school and are registering a course for which graduate credit is offered. By submitting this application, you are declaring your intention to use this course for credit towards your graduate degree program.

Application Criteria/Process

You may only apply for graduate credit if all of the following are true:

- You are currently enrolled as a full-time undergraduate senior at the University of Tennessee with a minimum 3.0 grade-point average (GPA) or have been admitted to an accelerated combined bachelor's/master's program.
- You are a senior who needs fewer than 30 semester hours to complete the requirements for your bachelor's degree.
- You are requesting graduate credit for the course listed in your application.
- The number of credit hours registered will not exceed 18 semester hours for fall/spring or 12 semester hours for summer.
- You understand that courses taken for graduate credit cannot be used towards both a baccalaureate and a graduate degree, except in the case of approved accelerated combined bachelor's/master's programs.
- You understand that there is a maximum of 9 hours of graduate credit that can be obtained at the 400 and/or 500 level.

If you meet the criteria outlined above, you are eligible to request permission to earn graduate credit. Please complete the following steps:

1. Before you submit the form, register for the course via MyUTK.
2. After you register for the course, complete all information on this form, being sure to list the title and CRN for the course that you wish to take for graduate credit.
3. Provide the NetID of your major advisor and the NetID of the instructor of the course.
4. Electronically sign the form where indicated and submit the form to be approved by your major advisor, the instructor of the course, and the Graduate School.
5. If your request is approved, you will receive e-mail notification.
6. Upon notification that your request has been approved, check your registration schedule.

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Senior Requesting Graduate Credit

First Name
*Don

Last Name
*Student

Student ID
*000998999

Phone
*(555) 555-5555   *ex: (999) 999-9999*

Email
*dstudent@utk.edu

Department
*Test Department

Major
*English

Concentration
*Test Concentration

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Current Status

Total Number of Credit Hours Earned
as of the end of the previous semester
*[30] ex: - 999999.99

Current GPA
*[4.0] ex: - 999999.99

Total Number of Credit Hours Required to Graduate
*[15] ex: - 999999.99

Anticipated Graduation Year/Term for Bachelor's Degree
*[Fall 2021]

Course Information

The following questions apply to the semester in which you want to earn graduate credit:

Course Title	Course Number	CRN Number	Hours
*[Test Course]	*[123123]	*[123]	*[3]

Year and Term
*[Summer 2021 ▾]

Total Number of Hours to be Taken
*[3] ex: 9999999999

Are you using these graduate hours towards an accelerated bachelor's/master's program?
*
○ Yes
◉ No

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Faculty Advisor NetID
* shendr11

Instructor NetID
* shendr11

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Electronic Signature

Please read the Disclosure / Consent before you sign your form electronically.

Typing your name exactly as it appears below signifies you are completing this form using an electronic signature. By signing electronically, you are certifying that you have read and understand the Disclosure/Consent and agree to electronically sign. You also agree to receive required disclosures or other communications related to this transaction electronically.

To continue with the electronic signature process, please enter your name and click the "Sign Electronically" button to save your information and submit your electronic signature.

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Student

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If you would like to opt out of electronic signature, please click the "Opt out and print" link below to save your information and print a local copy for your signature.

Opt out and print