

## RESERVATION OF COURSE FOR GRADUATE CREDIT

Name \_\_\_\_\_ EID \_\_\_\_\_

Undergraduate College \_\_\_\_\_ Major \_\_\_\_\_

Graduate Degree Sought \_\_\_\_\_ Instructor \_\_\_\_\_

Course Abbreviation \_\_\_\_\_ Unique Number \_\_\_\_\_ Semester/Year \_\_\_\_\_

**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 grade point average.
2. You must have completed 90 undergraduate hours.
3. You cannot register for more than fifteen semester hours in a long semester or for more than twelve semester hours in the summer session.
4. Courses reserved for graduate credit are limited to a total of twelve semester hours.
5. A student who has previously 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 not be included in the graduate grade point average.

\_\_\_\_\_  
(Student)

**I approve the reservation of this course for graduate credit:**

\_\_\_\_\_  
(Instructor)

\_\_\_\_\_  
(Graduate Adviser)

\_\_\_\_\_  
(Dean of Undergraduate College)

\_\_\_\_\_  
(Second Undergraduate Dean for Dual Degree Students)

\_\_\_\_\_  
(Undergraduate Adviser)

\_\_\_\_\_  
(Second Undergraduate Adviser for Dual Degree Students)

\_\_\_\_\_  
(Graduate Dean)

**Instructions:**

1. Complete this form in full during the first two class weeks of the semester, using a separate form for each course.
2. Obtain the signatures of the Graduate Adviser in your proposed major field, the Undergraduate Adviser in your current major, the instructor of the course, the Undergraduate Dean, and the Graduate Dean. Dual degree students must obtain the signatures of both of their Undergraduate Deans and Undergraduate Advisers.
3. Return the form to The Graduate School, Main Building 101, G0400.