



Graduate College
Permission to Elect Undergraduate Course
For Inclusion in a Master's Degree Program
(submit via email to grad-awards@wmich.edu)

Student

WIN#

Program of Study

Department

Course Number

CRN/Section

Title of Course

Credit hours

Instructor

Semester/Session

Year

We recommend that the 3000/4000/5000 level course taken as an undergraduate be permitted for inclusion in the above listed students Master's Degree Program. It is understood that, although the course yields undergraduate and not graduate credit, and thus is not computed into the graduate point-hour ratio, it may be counted as part of the hours required for graduation with a graduate degree provided that it also is approved by the graduate dean, a grade of "B" or higher is earned in the course, and it does not exceed the allowable number of undergraduate credits permitted in a Master's Program. Please note that undergraduate courses may not be included in doctoral programs.

Department Chair (print)

Signature

Date

Graduate Program Advisor (print)

Signature

Date

* Email completed form to grad-awards@wmich.edu for Graduate College Dean approval.

Graduate College:

Approve

Deny

Dean of Graduate College Signature

Date

Distribution by the Graduate College:

Registrar's Office

Graduate Advisor

Student

Program Manager Graduate Appointments (Graduate College) *when student is on appointment*