

California University of Pennsylvania
Graduate Credit Load for Undergraduate Students

Policy: To seek approval to take graduate courses, an undergraduate bachelor's degree-seeking student must:

- a) Have earned 75 credits towards your UG degree.
- b) Possess and maintain an overall grade point average of 3.00 or better.
- c) Transfer students must have earned a minimum of 12 credits from California University.
- d) Secure approval from their major advisor, Graduate Program Coordinator, and the Graduate School Dean.
- e) Students cannot register for more than six (6) graduate credits as an undergraduate student.
- f) Graduate credits will NOT count towards any Bachelor's degree.
- g) Acceptance of taking graduate level classes does NOT imply acceptance into a graduate program at California University.

This form does NOT apply to our Accelerated Programs or UG students wishing to have GR credits count towards their UG degree.

Student Name: _____ CWID#: _____

First term in which graduate courses will be registered (select one, enter the year):

Fall _____ Winter _____ Spring _____ Summer _____

Number of Credits Earned to Date: _____

Current Cumulative Undergraduate GPA: _____ (If GPA is under 3.00, you do not qualify to take graduate level courses)

Graduate courses to be taken in the first term identified above:

Prefix & Number: _____ Section: _____

Prefix & Number: _____ Section: _____

Signatures:

Student: _____ Date: _____

UG Advisor: _____ Date: _____

GR Program Coordinator: _____ Date: _____

GR Dean: _____ Date: _____

****Note: If you choose to take 3 credits in one term and the next 3 credits in a different term, you will need to complete the form again and obtain all necessary signatures ****

Signed forms can be emailed, fax or hand-delivered to the Graduate Dean's office (Dixon 425) for processing.