



# Request for Graduate Credit in BS/MS Program

The University of Utah

Office of the Registrar • 201 S 1460 E RM 250 N • Salt Lake City UT 84112 •

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Undergraduate students in the BS/MS program are allowed to select up to 12 credit hours of graduate level courses (5000 level or above) taken while still classified as an undergraduate student to be used in partial satisfaction of the requirements for the graduate degree. Questions regarding this procedure should be directed to the Registrar's Office or your departmental advisor.

- Requested courses will remain on the undergraduate record but will be recorded as graduate credit to be used toward the graduate degree. Graduate credit may only be granted if a B or better was earned in the specified courses and is not used toward Undergraduate requirements. Only one request is eligible for consideration.
- Courses used to earn the undergraduate degree may not be used toward a graduate degree, nor may courses used to earn the graduate degree be used toward an undergraduate degree.
- Students who drop out of the BS/MS program cannot use requested credits toward an undergraduate degree and are not guaranteed acceptance of these credits toward a graduate degree.
- BS/MS candidates are responsible to register for remaining undergraduate courses on the undergraduate career and graduate courses on the graduate career.

### Instructions:

- Complete this "Request for Graduate Credit in BS/MS Program" form & obtain Graduate Advisor approval.
- Return this request to the Registrar's Office, Graduation Division, during your first semester as a matriculated student.
- Allow up to 4 weeks to be reviewed & check your Degree Audit or Unofficial Transcripts to determine if graduate credit has been awarded.

### Student Information:

Student Name \_\_\_\_\_ Student I.D.# \_\_\_\_\_  
 Undergraduate Major \_\_\_\_\_ Expected Graduation Term \_\_\_\_\_

### Courses Requested for Graduate Credit:

Department	Course Number	Hours	Term/Yr Taken

**I understand that any changes made to my academic record as a result of submitting this form are final and may not be reversed at a later date.**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Grad Advisor Approval Signature \_\_\_\_\_ Date \_\_\_\_\_

FOR REGISTRAR'S OFFICE USE ONLY

Graduate Credit flag entered: \_\_\_\_\_ Verified: \_\_\_\_\_

Updated: 05/09/2017