



## Graduate Studies, College of Liberal Arts and Sciences Undergraduates Enrolled in a Graduate Course - Transfer Form

Please complete this form to transfer graduate-level courses taken as an undergraduate to the graduate transcript. This form should be sent to the Office of Graduate Studies for any [bachelor/master student](#) enrolled in their final semester as an undergraduate. No more than nine graduate credit hours can be [double counted](#) towards both the undergraduate and graduate degrees. Any additional graduate credits taken as an undergraduate will count towards the bachelors degree only. Any requests to take additional graduate-level courses as an undergraduate to count towards a graduate degree should be sent to the Dean of Graduate Studies for approval.

Student Name:

Banner ID:

Graduate Program:

Is this student enrolled in a combined Bachelor/Master Program?

Yes

No

*Please include course detail information below and note if the course will be double counting towards a bachelor's and master's degree or only counting towards a master's degree.*

<b>Semester</b>	<b>Course Number and Name</b>	<b>Credits</b>	<b>Grade</b>	<b>Double Count (Y/N)</b>
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Program Director:

Date:

Director of Graduate Studies:

Date: