Undergraduate Enrolled in Graduate Courses

1. Undergraduate within twelve hours of graduating request to enroll in graduate courses
2. Undergraduate must complete “Authorization For Undergraduate To Enroll In Graduate Courses” form.
3. Advisor completes and signs form.
4. Each instructor must complete and sign form.
5. Dean must complete and sign form.
6. Student registers for classes.
7. SIS is SP1 is updated to flag graduate courses to graduate matriculation.
8. Student must apply for admission to graduate school.
9. Applicant is conditionally admitted to graduate program.
10. Graduate admissions enters data into SIS and establishes matriculation.

Decision Points:
- Approved
- Denied

Process:
- If Approved, proceed to next step.
- If Denied, process ends.

Ends:
- Process ends at each decision point.