



Permission to Take Graduate or Undergraduate Course

IT IS THE STUDENT'S RESPONSIBILITY

**TO OBTAIN ALL NECESSARY SIGNATURES AND SUBMIT THIS FORM
TO THE GRADUATE ENGINEERING OFFICE IN HEAFEY HALL,
ROOMS 241 OR 243 OR EMAIL TO OHENDERSON@SCU.EDU**

**GRADUATE STUDENTS ARE NOT REQUIRED TO ENROLL IN UNDERGRAD LABS AND DO
NOT NEED THE DEPARTMENT CHAIR'S SIGNATURE**

INSTRUCTIONS Complete form and obtain the following signatures:

- Academic Advisor
- Department Chair (required for undergraduate students only)
- Student Signature
- Graduate Services will review and sign the form when the form is submitted

Student Name: _____ Academic Program: UGRD GRAD BS/MS

SCU I.D. #: _____ Email: _____

Quarter: _____

Subject: _____ Course #: _____ Section #: _____ Permission # (if course if full): _____

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Subject: _____ Course #: _____ Section #: _____ Permission # (if course if full): _____

Subject: _____ Course #: _____ Section #: _____ Permission # (if course if full): _____

Subject: _____ Course #: _____ Section #: _____ Permission # (if course if full): _____

Undergraduate Students Only - List graduate courses in progress or already completed: **Only 20 units can transfer to your Graduate Degree (the 20 units cannot apply toward your undergrad degree)**

REQUIRED SIGNATURES:

Advisor's Signature: _____ Date: _____

Department Chair Signature: _____ Date: _____

(Required for undergraduate students only)

Graduate Office Signature: _____ Date: _____

STUDENT SIGNATURE

DATE

FOR GRADUATE OFFICE USE-GRADUATE UNITS COMPLETED _____