

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
Graduate Studies Office

Request by an Undergraduate for:

- Graduate Credit in Graduate Course (5000 Level Courses)
- Graduate Credit in Undergraduate Course (upper-division courses)

Have you submitted application for graduation?

Yes No

If so, for which Term/Year: _____

Petition must be approved and filed by the last week of the semester in which the course is taken

Name: _____
Last First Mi.

Bronco Number: _____

Address: _____
Number/Street

Phone Number: _____

_____ City State Zip

Cal Poly Email: _____

Major: _____ Cal Poly GPA: _____ Upper-Division GPA: _____ Total Units Completed: _____

A Student must have:

- **An upper-division Cal Poly GPA of at least 2.75 (some programs require higher)**
- **Senior standing (90 units or more completed)**
- **Satisfied the appropriate prerequisite(s)**
- Undergraduate students must file this petition and obtain appropriate department approval to receive graduate credit for coursework outside of their approved curriculum.
- Eligible students may apply for up to 9 semester units of graduate and undergraduate courses (upper-division and 5000 level) to be taken for graduate credit.
- This petition alone does not guarantee that the student will be registered in the class. Students may need to contact the appropriate academic department to obtain a permission number for the class they wish to take.
- A course may be taken for graduate credit only if it is not required as part of the student's undergraduate curriculum.
- An undergraduate may not register in any 6000-level course.
- This petition alone does not guarantee that the course will satisfy a degree requirement or guarantee admission into a graduate program. Student should consult with graduate coordinator about master's degree requirements.

COURSE Subject Area(s)	Catalog Number(s)	Course Title	Units	Semester	Year

Student's Signature _____

Date: _____

Approvals:

Student's Major Department Chair: _____ Date: _____

College Dean: _____ Date: _____

Graduate Studies Analyst: _____ Date: _____