



CENTRAL MICHIGAN UNIVERSITY

Mount Pleasant, Michigan 48859
Off-Campus Programs

GRADUATE APPLICATION FOR CONCURRENT ENROLLMENT

Name: (Last) (First) (Middle) CMU Student ID Number: / /

Address: (Street) (City) (State) (Zip Code)

Telephone Number: ( )

Date Bachelor's Degree is Expected: (Date: mm/dd/yy)

Concurrent for (Jan.-May, May-Aug., Aug.-Dec.) semester.

When you begin your concurrent enrollment, what undergraduate courses will you still have to take or complete (include classes already taken but for which you have an "I" grade):

Table with 3 columns: Course Number, Course Name, Credit Hours. Contains 4 empty rows for data entry.

How many graduate credits do you intend to take during the semester you have concurrent enrollment?
Reminder: A student who has concurrent admission status cannot enroll for more than 15 credits of undergraduate and graduate work combined. (Maximum Graduate Credits = 6)

I have read and understand the policies related to concurrent admission that are on the back of this form.

Student's Signature: Date:

FOR OFFICE USE ONLY

Accuracy of table verified [ ] Yes [ ] No (indicate corrections below)

Undergraduate Graduation Coordinator: Date:

GPA to Date:

Approve Deny [ ] [ ] Dean of Graduate Studies: Date:

This concurrent enrollment application form is not approved until ALL signatures have been obtained.

## INSTRUCTIONS FOR CONCURRENT ENROLLMENT

An undergraduate student may be permitted to register concurrently for graduate credit for the semester or session in which requirements will be completed for a baccalaureate degree, providing that the following conditions are met:

- 1) the student meets with an undergraduate academic advisor to review the student's undergraduate record;
- 2) the student will be taking no more than 12 undergraduate credits during the semester of concurrent registration;
- 3) during the semester of concurrent registration, the student enrolls in all courses required for graduation;
- 4) the student's total credit load (graduate and undergraduate courses) will not exceed 15 credits during the semester of concurrent registration;
- 5) the student has an undergraduate grade point average of at least 2.7 or, optionally, 3.0 in the most recently completed sixty semester hours of graded course work toward the bachelor's degree; and
- 6) the student is admitted as a graduate student to Central Michigan University (the admission may be provisional or non-degree).

Students who do not comply with the conditions of concurrent admission may be dropped from their graduate classes. Students who fail to graduate at the end of the concurrently-enrolled semester or session will not be permitted to continue to take graduate courses until all requirements for the undergraduate degree have been met. Exceptions to these policies may be granted by the Dean of the College of Graduate Studies. Students who have completed all requirements for the bachelor's degree *EXCEPT* for student teaching may be granted concurrent status prior to student teaching if they meet conditions 4 – 5 above.

NOTE 1: Concurrent students may not hold a graduate assistantship appointment without special permission from the Dean of the College of Graduate Studies.

NOTE 2: Students who are considering concurrent admission and who receive financial aid should be aware that concurrent admission can alter financial aid awards. For specific information, consult the Off-Campus Programs Office of Scholarships and Financial Aid Office, (800) 950-1144, ext. 3782 or 1086.