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## Dually Enrolled Undergraduate Graduate Credit Indication Form

Missouri University of Science and Technology  
Office of the Registrar

This form enables an undergraduate student that has been accepted for dual enrollment to specify courses to be identified as graduate credit. Students should first enroll through Joe'SS for normal credit and submit this form to the Registrar's Office, 103 Parker Hall, to change to graduate credit. **NOTE: Students must have applied to the S&T Admissions Office, 102 Parker Hall, and been accepted for dual enrollment status before this form can be processed. Admission for dually enrolled students is granted by the department chair and the Vice Provost of Graduate Studies.**

- Students are eligible to dual enroll when they have obtained senior status, with a minimum GPA of 3.5 if two semesters remain, or 3.0 in their final semester.

**Courses identified as graduate credit cannot be used to complete the BS or BA undergraduate degree programs.** This form must be received by the Registrar's Office within the first two weeks of class. Dually enrolled students must apply to graduate school in order to continue graduate studies after graduation with a BS or BA degree.

Name \_\_\_\_\_ Student ID \_\_\_\_\_

Term \_\_\_\_\_

Total Hours Scheduled Including the Following Courses: \_\_\_\_\_

### Graduate Credit:

Course #1 \_\_\_\_\_ Class # \_\_\_\_\_ Credit Hours \_\_\_\_\_

Course #2 \_\_\_\_\_ Class # \_\_\_\_\_ Credit Hours \_\_\_\_\_

Course #3 \_\_\_\_\_ Class # \_\_\_\_\_ Credit Hours \_\_\_\_\_

Approval \_\_\_\_\_ Date \_\_\_\_\_

Major Advisor Signature

Dual enrollment is limited to 16 credit hours per semester. Petitions for excess hours are considered by the Vice Provost of Graduate Studies.

Approval \_\_\_\_\_ Date \_\_\_\_\_

Vice Provost of Graduate Studies Signature