



Student Registration and Record Services
 223 Miller Building
 PO Box 2000
 Cortland, NY 13045-0900
 607-753-4702 | srrs@cortland.edu

CURRENT STUDENTS
 Graduate Level
 Enrollment Petition

Seniors in their final semester of undergraduate study may request permission to register for 500-level courses for graduate credit. A 500-level course taken for graduate credit will not be included in fulfilling any undergraduate requirement.

The total course load, including undergraduate and graduate credit, may not exceed 16 credit hours during a standard semester.

Student Name: _____ Cortland ID: _____

Street Address: _____

City: _____ State: _____ Zip: _____ E-mail: _____

Permanent Phone: _____ Mobile (Optional): _____

- Undergraduate students may enroll in 500 level graduate courses only. Courses at the 600 level are restricted to graduate students (those who have earned a bachelor's degree).
- Students cannot take more than nine SUNY Cortland graduate credits prior to admission to a graduate degree program.
- Students are not permitted to take any coursework during field work or student teaching. If your final semester involves fieldwork or student teaching, you may take 500 level courses for graduate credit during the preceding semester.
- The transferability of graduate credits obtained while studying as an undergraduate student is at the discretion of your graduate institution.

Semester: Fall Winter Spring Summer Year: _____

CRN	Subject Code	Course Number	Title	Credit hours

The total course credit load may not exceed 16 credit hours during a standard semester. Summer credit allowances vary based on the part of term; however, students are not permitted to exceed a total course load of six credit hours during a five-week summer session.

Total UG Hours: _____ + Total GR Hours Requested: _____ = Total Hours: _____

Student Signature: _____ Date: _____

Advisor Approval: _____ Date: _____

Associate Dean Approval: _____ Date: _____