**UNDERGRADUATE REQUEST TO ENROLL IN A 500-LEVEL COURSE FOR UNDERGRADUATE CREDIT**

The required information is necessary for the continuous legitimate business and educational operation of Eastern Michigan University. It is, and will be, maintained in compliance with applicable US law, educational accrediting body requirements, and institutional policies and procedures. Questions or concerns may be directed to the Office of Records and Registration at registrar@emich.edu.

* Denotes optional items that are not used in any admissions process, but help EMU to better identify and serve students.

Name: 

EID: 

Address: 

Email: 

Phone: 

Class Standing:

- [ ] Junior (76+ credits earned) in the Honor's College
- [ ] Senior (85+ hours earned)
- [ ] Second Bachelor's Degree
- [ ] Post Baccalaureate Teacher Certification
- [ ] 150-hour Program (BBA/MA Accounting/AIS/Taxation, BS/MOT Occupational Therapy, BS/MPA Political Science/Public Administration)
- [ ] Non-Degree

Semester/Year requesting permission to enroll:

- Fall 20__
- Winter 20__
- Summer 20__

Complete course information (subject/course/title):

____________________________________________________________________________________

Instructor’s Name: ___________________________ Email: ___________________________ Date: ____________

Instructor's Signature approving registration: ___________________________ Date: ____________

Honor's College Students Only:

Honor's College Director’s Signature of Approval: ___________________________ Date: ____________

Graduate courses taken as an undergraduate do NOT apply toward graduate-degree program requirements, unless included in a 150-hour program.

Student Signature ___________________________ Date ____________

Please submit completed request via mail, fax or email:

Office of Records and Registration
303 Pierce Hall
Ypsilanti, Michigan 48197
Email: registrar@emich.edu
Fax: 734.487.6808

FOR OFFICE USE ONLY

<table>
<thead>
<tr>
<th>UG credit hours completed (see minimums above):</th>
<th>Program:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current EMU grade point average (minimum 2.7):</td>
<td>Total 500-level hours taken at EMU: (maximum of 15):</td>
</tr>
<tr>
<td>Current CCR (minimum 67%):</td>
<td>Request is (check one): _______ Approved _______ Denied</td>
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</tbody>
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Staff Signature ___________________________ Date ____________