



**Petition to Reserve/Register for Credits**

- The petition and registration of the course(s) must be completed **before** the last day to **add** classes.
- Once the petition is filed with the Registrar's Office, it **cannot** be modified.

Criteria for Approval:

**Senior or post-baccalaureate** (min. of 90 semester credits) and **3.25** (min.) **cumulative GPA**  
**or**  
**Foreign Exchange Student** with approval from all below.

**This petition is for an undergraduate student to:**

- Register for and reserve undergraduate **or** graduate credits for possible application to a **graduate** degree.
- Register for a graduate course for use toward an **undergraduate** degree.
- Register, while a **graduate** student, for use toward an **undergraduate** degree.
- Register for a graduate class as a **foreign exchange student** with **no intent to use** the credit towards a MSU degree.

- The course(s) will be taken  Fall 20\_\_\_\_;  Spring 20\_\_\_\_;  Summer 20\_\_\_\_.
- **Total** credit load for **this** semester, including credits listed below: \_\_\_\_\_.
- GPA for the last three consecutive semesters (most **recent** first): \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_.
- Current cumulative GPA: \_\_\_\_\_.
- Number of credits **previously** reserved for application to a **graduate** program (Maximum 9\*): \_\_\_\_\_.
- Is this an Extended University course?  No  Yes

| CRN | Subject Abbr. | Course # | Sect | Course Title | Instructor's Signature | Credits |
|-----|---------------|----------|------|--------------|------------------------|---------|
|     |               |          |      |              |                        |         |
|     |               |          |      |              |                        |         |
|     |               |          |      |              |                        |         |

By signing below, the student acknowledges and understands that:

1. Credits reserved for future application to a **graduate** degree may affect their **current** financial aid eligibility. (Contact the Office of Financial Aid for verification.)
2. **Total** credits reserved for graduate degree, including credits listed above, may **not exceed 9\***.

\_\_\_\_\_  
 Student's Printed Name Date

\_\_\_\_\_  
 Student's Department Head Date

\_\_\_\_\_  
 Student's Signature

\_\_\_\_\_  
 Student's Advisor Date

\_\_\_\_\_  
 Student's ID #

\_\_\_\_\_  
 Head of Department Offering Course Date

\_\_\_\_\_  
 Student's Curriculum/Department

\_\_\_\_\_  
 Division of Graduate Education Date

Name: \_\_\_\_\_