



OFFICE OF THE REGISTRAR

Request for Reservation of Graduate Level Coursework

(This petition must be submitted prior to registration. If you have questions, call (503) 838-8192.)

Note: Reservation of graduate credit will not result in a fee saving. Under the current fee structure students must pay graduate fees for graduate credits, even if reserved as a senior or PBNG.

Name: _____ SID: _____
(Please Print) Last First MI Student Identification Number

Address: _____
Address Apt # City State Zip

Policy: Undergraduate Enrollment in Graduate Courses: A student within 12 credit hours of completing all requirements for the bachelor’s degree (not including student teaching or criminal justice practicum) may petition for permission to enroll in approved courses to be reserved for later consideration in a master’s degree program.

- **Courses numbered 600 may not be reserved for graduate credit**
- Reserved graduate credits may not be used to meet requirements toward a bachelor’s degree
- No more than a total of 12 credit hours of academic work may be reserved as graduate credit

I request that the following coursework be reserved for later consideration in a master’s degree program in accordance with the aforementioned policy:

Course Prefix & Number	Title	Credits	Term/year in which course (s) will be taken
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Student’s Signature **Date**

(Registrar’s Office Use Only)

Date Approved: _____ By: _____

-OR-

Date Denied: _____ By: _____

Reason: _____