## **500-Level Course Enrollment**

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Undergraduate senior-level students have the option to register for Graduate-level courses without being a registered Graduate student. (Please see the Class Standing page for more information on the requirements for senior-level standing.) At least a 2.5 GPA is required. The 500-Level form for attending these courses is submitted to the Registrar's Office along with all approval to registrar@mines.edu.

In obtaining approval signatures, the normal sequence is to obtain the instructor signature first, then the advisor signature, and finally the signature of the Graduate Studies Office representative. However, if the student needs additional information regarding the transcript options, the Graduate Studies Office can be consulted (and approval obtained) before the advisor signature is obtained.

Credits earned in 500-level courses may be applied toward a graduate degree at Mines only if:

- 1. Admission into a graduate degree program as a Combined Degree student may be granted after the student earns 60 undergraduate credits including transfer credit, and must be granted no later than the semester in which the student intends to apply to graduate with the bachelor's degree. For example, if a student intends to graduate in May, admission to the graduate program as a combined student must be granted for that same Spring semester. See the Graduate Admissions website for the appropriate deadlines for the semester in which admission is sought.
- 2. The student's graduate committee agrees that these credits are a reasonable part of his or her graduate

program.

- 3. The student provides proof that the course/s in question was not counted towards those required for the Bachelor's degree unless the course is part of the 6.0 credit hours that can be double counted towards both the Bachelor and Masters degrees.
- 4. Graduate courses applied to a graduate degree may not count toward eligibility for undergraduate financial aid. This may only be done if a student has been admitted to a Combined BS/MS program and has received the appropriate prior approvals.

Undergraduate students may not enroll in 600- or 700-level courses.

### **Contact Us**

#### **Registrar's Office**

Student Center, Suite E280 1200 16th Street Golden, CO 80401

#### Registration or student record questions

registrar@mines.edu
303-273-3200
FAX: 303-384-2253

#### Residency petition & COF questions

residency@mines.edu

Transfer credit questions

transfer@mines.edu

#### Military and VA Benefit related questions

veterans@mines.edu

Graduation questions

graduation@mines.edu