

# Application for an ISU Undergraduate Student Wishing to Pursue a Concurrent Graduate Certificate or Graduate Degree

## The following procedures must be used:

1. This form serves as both a Graduate Application form and a concurrent enrollment request for students wishing to be in concurrent graduate/undergraduate programs. The student must be formally admitted as both a graduate student and an undergraduate student. A graduate application fee will be assessed. Official enrollment and fee payment will be as a graduate student. Circulate form for review by the administrators in the order indicated below.
2. In addition to this form, provide to the graduate program **3 letters of recommendation, official GRE scores, and any other materials as required at <http://www.grad-college.iastate.edu/academics/programs/apprograms.php>**. If their concurrent enrollment is approved, international students must submit a completed Graduate Financial Statement (available at [http://www.admissions.iastate.edu/apply/pdf/intl\\_finstate.pdf](http://www.admissions.iastate.edu/apply/pdf/intl_finstate.pdf)) to the Office of Admissions, 100 Enrollment Services Center. A new visa eligibility form (I-20 or DS-2019) will be issued by Iowa State.
3. Credits can be transferred from the graduate permanent record to the undergraduate permanent record on a term by term basis by completing the **Transfer of Courses for Concurrent B.S./Graduate** form (<http://www.grad-college.iastate.edu/common/forms/index.php>). This form must be approved by the undergraduate advisor and the Graduate College. The form can be found on the Graduate College website. (Note: The courses and grades will also appear on the graduate permanent record but will not be included in the graduate grade point average. The credits transferred from the graduate permanent record to the undergraduate permanent record are no longer available for use on the graduate program of study with the exception of up to **6 double-counted credits during the concurrency.**)

Note: A graduate student must also make a request to obtain permission to concurrently enroll in an undergraduate degree program.

## I. STUDENT INFORMATION:

Student Name:

(Last)

(First)

(ISU ID#)

Proposed Graduate Major:

Graduate Department/Program:

Graduate Degree wishing to Pursue:

Undergraduate Curriculum/Major:

Bachelor of:

Concurrent Enrollment Begins: Term:

Year:

Est Undergraduate GPA:

In-Session Address:

Phone #:

In-Session Email:

Student's Signature:

Date:

Note: Check your financial aid package. Under the new federal regulations; it may be affected by your concurrent graduate enrollment status.

## II. RESPONSES:

### Include typed or printed names and signatures

The admission and concurrent request has been:  Approved  Denied Term/Yr of Admission:

If the graduate program is offering an assistantship, the amount of the stipend, tuition scholarship, and length of assistantship should be included in the Comments section below.

Comments:

DOGE of the Graduate Academic Program:

Date:

The concurrent request has been:  Approved  Denied

Comments:

Undergraduate Department Chair:

Date:

The concurrent request has been:  Approved  Denied

Comments:

Undergraduate College Dean:

Date:

The admission and concurrent request has been:  Approved  Denied

Comments:

Graduate College:

Date:

Copy:  Student  Graduate Dept.  Undergrad. College  Registrar's Office  Admissions  Fees  ISSO

