**All Accelerated Enrollment Requests must follow the requirements as specified in the *Accelerated Enrollment in Graduate Courses* policy in the University Policy Library. Requests must receive final approval from the Provost/Vice President for Academic Affairs; the Provost’s Office will ensure proper notification of the College Dean(s), the Registrar’s Office, and Faculty/Staff advisors as needed.**

**The Registrar’s Office is solely responsible for student registration and implementation of approved requests.**

Advisor Initiating Request: Click here to enter text.

Athens State Email for Advisor: Click here to enter text.

Student Name (last, first, MI): Click here to enter text. Student ID: Click here to enter text.

Athens State Student Email: Click here to enter text.

Student Major: Click here to enter text. Student Minor (if applicable): Click here to enter text.

Student Catalog of Record: Click here to enter text.

Student Combined (Overall) and Institutional GPAs at time of Request: Click here to enter text.

Overall and Institutional Hours Earned at time of Request: Click here to enter text.

|  |
| --- |
| **Accelerated Enrollment Request:** **Request to allow undergraduate student to enroll in graduate level course(s), and that upon successful completion and subject to any minimum grade requirements, the course is used towards the undergraduate program, as specified below** |
| **Required Athens State Undergraduate Course or Program Requirement Area** | **Athens State Graduate Course to be used towards Undergraduate Program** |
| **Prefix & Number** | **Course or Area Title** | **Sem. Hrs.** | **Athens Prefix & Number** | **Graduate Course Title** | **Term course will be taken (specify min. grade required if applicable)** | **Sem. Hrs.** |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |
|  |

|  |
| --- |
| **JUSTIFICATION/RATIONALE FOR ACCELERATED ENROLLMENT (**SHOULD BE COMPLETED FOR ALL REQUESTS; **MUST** BE COMPLETED FOR ANY REQUESTS INVOLVING POLICY EXCEPTIONS.FAILURE TO PROVIDE ADEQUATE RATIONALE FOR THE EXCEPTION WILL RESULT IN THE REQUEST BEING DENIED.**)****NOTE: For Accelerated Enrollment requests affecting students seeking certification through the College of Education, the Justification/Rationale must include information on how Alabama State Dept. of Education Standards are met if applicable.** |
| Click here to enter text. |

|  |
| --- |
| **APPROVALS FOR ACCELERATED ENROLLMENT IN GRADUATE COURSES** |
| **Advisor** |  | **Date** | Click here to enter a date. |
| **Dept. Chair** |  | **Date** | Click here to enter a date. |
| **College Dean** |  | **Date** | Click here to enter a date. |
| **Provost** |  | **Date** | Click here to enter a date. |
|  |

**This form will be forwarded to the Registrar’s Office by the Office of the Provost/Vice President for Academic Affairs after receiving final approval. Approved Accelerated Enrollments will be processed by the Registrar’s Office and will become part of the student’s permanent academic record. Copies will be sent to all signatories. Approved graduate coursework will not appear on the student’s undergraduate transcript or degree plan until the end of the term and the course is successfully completed.**

**Approval for Accelerated Enrollment in graduate courses does not constitute acceptance into any graduate program.**

**FOR REGISTRAR’S USE ONLY - Date processed:** Click here to enter a date.