

JUMP Exception Form

Authorization to Use Graduate Courses Toward Both Undergraduate and Graduate Degrees (JUMP students only)

***iCAP students- Submit form after registration of courses.**

***Degree Works students- Submit form in last semester.**

With the concurrence of the student's undergraduate advisor, department head and dean, graduate coursework may be used to satisfy undergraduate degree requirements; however, graduate courses used to meet the requirements for a baccalaureate degree may not be used toward a graduate degree, **unless the student is enrolled in an approved Joint Undergraduate-Master's Program (JUMP).**

- JUMP programs requiring 30 hours-- Up to 9 hours of graduate coursework used to satisfy undergraduate degree requirements may also be applied to graduate degree requirements.
- JUMP programs requiring 33 or more hours-- Up to 12 hours of graduate coursework used to satisfy undergraduate degree requirements may also be applied to graduate degree requirements.

Students who drop out of a JUMP program will not be eligible to use the below graduate courses toward a graduate degree. The Undergraduate Enrollment in Graduate Course(s) form must be submitted to apply to undergraduate degree.

WKU ID: _____ Name: _____
Last First M.I.

All undergraduate degree requirements will be completed by: _____

The following graduate courses are approved to apply toward both the undergraduate and graduate degrees.
(Please note the 12-hour limit.)

Course Prefix & Number: _____	Hours: _____	Semester Taken: _____
Undergraduate Major/Minor Title: _____	Reference Number: _____	
iCAP Sub-Requirement #: ___ Substitute the above graduate course for the following undergraduate course: _____		
<input type="checkbox"/> Check this box if the course is <u>only</u> being applied toward the 42-hour Upper-Level requirement and overall degree hours. Requires permission from the first major department head and Dean's office.		

Course Prefix & Number: _____	Hours: _____	Semester Taken: _____
Undergraduate Major/Minor Title: _____	Reference Number: _____	
iCAP Sub-Requirement #: ___ Substitute the above graduate course for the following undergraduate course: _____		
<input type="checkbox"/> Check this box if the course is <u>only</u> being applied toward the 42-hour Upper-Level requirement and overall degree hours. Requires permission from the first major department head and Dean's office.		

Course Prefix & Number: _____	Hours: _____	Semester Taken: _____
Undergraduate Major/Minor Title: _____	Reference Number: _____	
iCAP Sub-Requirement #: ___ Substitute the above graduate course for the following undergraduate course: _____		
<input type="checkbox"/> Check this box if the course is <u>only</u> being applied toward the 42-hour Upper-Level requirement and overall degree hours. Requires permission from the first major department head and Dean's office.		

Course Prefix & Number: _____	Hours: _____	Semester Taken: _____
Undergraduate Major/Minor Title: _____	Reference Number: _____	
iCAP Sub-Requirement #: ___ Substitute the above graduate course for the following undergraduate course: _____		
<input type="checkbox"/> Check this box if the course is <u>only</u> being applied toward the 42-hour Upper-Level requirement and overall degree hours. Requires permission from the first major department head and Dean's office.		

Student's Signature: _____ Date: _____

Undergraduate Program Signatures

Advisor: _____ Date: _____

Department Head: _____ Date: _____

Dean: _____ Date: _____

The Dean's Office should submit form to the respective Degree Certification Officer, Dana Jones (A-K) or Marsha Wagoner (L-Z);
Office of the Registrar; PH 216.