



Nicholson School of Communication and Media

Senior Scholars Enrollment

The Nicholson School of Communication and Media welcomes exemplary undergraduate students to pursue enrollment in its graduate-level courses, space permitting.

This is policy regarding Senior Scholars, as set forth in the UCF Graduate Catalog (<http://www.graduatecatalog.ucf.edu/content/policies.aspx?id=5708>):

UCF undergraduates who meet departmental eligibility requirements may enroll in UCF graduate courses and use them toward their undergraduate degree and their graduate program of study upon admission to a UCF graduate program. As Senior Scholars they are entitled to use up to nine graduate credit hours (more may apply for some accelerated programs) toward a UCF graduate degree or certificate, provided they have received advisement and written approval to do so from the graduate program director. This permission must be obtained before enrolling in the graduate courses. In addition to approval from the graduate program director, undergraduates must consult their undergraduate adviser to ensure that registration in graduate-level course work will meet their bachelor's degree requirements. The student must receive college and university approval to interrupt the residency requirement. The University Waiver Form can be obtained from the undergraduate department office. Tuition and fees for graduate-level courses are different from undergraduate courses, and it is the student's responsibility to consult with the Office of Student Financial Assistance (<http://finaid.ucf.edu/>) regarding adjustments that might be needed for Bright Futures and other scholarship funding.

The Nicholson School of Communication and Media graduate program has determined the following eligibility requirements:

- Must be a student in good standing with the University of Central Florida
- Must have a minimum GPA of 3.0
- Must be within one calendar year of graduation

Students interested in enrolling as a Senior Scholar must adhere to the following protocol:

1. Meet with NSCM Graduate Program Advisor to confirm eligibility and obtain the enrollment paperwork and a recent copy of the degree audit.
2. Acquire permission from the faculty member to join the class (the faculty member may email this consent to the Graduate Program Advisor).
3. Take the completed form and the degree audit to the NSCM Graduate Program Coordinator for program approval.
4. Take the approved form, consent, and degree audit to one of our undergraduate advisors to determine where the course will be credited. If the student is not an NSCM major, then the student must go to the academic advisor for his/her major.
5. Return all documentation to Graduate Program Advisor. Once approved, the advisor will obtain authorization from the NSC Director and forward it to the College of Sciences for enrollment.

PLEASE NOTE:

Students who have obtained approval to be Senior Scholars are not guaranteed enrollment into courses. NSCM graduate degree-seeking students are granted priority—please consult with the Graduate Program Advisor regarding course selection and availability.

College of Sciences

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An Equal Opportunity and Affirmative Action Institution

**OVERRIDE AND
SPECIAL PERMISSION FOR UNDERGRADUATES
TO ENROLL INTO 6000-LEVEL COURSES**

Name: _____

PID: _____

E-Mail: _____

Current Major: _____

Request for Permission to Enroll into 6000-level course:

For: _____ Hours of Enrollment: _____ Current Cumulative Undergraduate GPA: _____ Expected Graduation: _____
Semester / Year (total with this enrollment) Semester / Year

6000-Level Course Information: _____
(must be completed) Class Num. Prefix & Number Section Credits

Title

Per the graduate catalogue, 6000-level courses are restricted to graduate students only. For an undergraduate to enroll into a 6000-level course, they must be a senior, within nine hours of graduation, have a minimum 3.0 GPA and not register for more than twelve hours. With this, they may request college permission to take a 6000-level class.

Signatures must be obtained based on either of the following:

This student has met the criteria for enrolling into 6000-level graduate coursework.

Advisor's Signature

Date

OR

The program requests that the above student be granted an exception to the stated criteria and be allowed to enroll into the 6000-level course indicated.

As an exception, the student understands and accepts the additional academic responsibilities that need to be met in order to be successful in this advanced graduate level course.

Student's Signature

Date

Advisor's Signature

Date

Notes/Comments:

Required Signatures:

Student: I certify that this course is appropriate for my program of study, that I have met any course prerequisites, and that I understand the effect of any dropped classes on my program and standing. I accept responsibility for payment of my semester tuition and fees by the published deadline. I understand that if I fail to pay my tuition and fees by the deadline, I will be charged a \$100 Late Payment Fee, my records will be put on hold, my account will be referred to a collection agency, and I may incur other financial consequences.

Student's Signature: _____

Signature

Date

Approval of this enrollment grants an override of class limit, prerequisites, and course level. If any of these are not allowed, do not approve enrollment into this course. Use of this form will not override time conflicts or excessive hours.

Department Chair (or designee): _____

Signature

Date

College Graduate Office Approval: _____

Signature

Date