REQUEST FOR DUAL ENROLLMENT STATUS

Dual enrollment provides an opportunity for academically talented undergraduate students to enroll in graduate courses and conduct research towards a graduate degree while completing the last two years of their bachelor’s degree(s) programs.

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<th>Last Name</th>
<th>First Name</th>
<th>Middle Initial</th>
<th>PID</th>
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Term/Year Dual Enrollment Begins

Undergraduate Major

Undergraduate Degree Program Advisor

Graduate Major

Graduate Degree Program Advisor

Number of Undergraduate Credits Earned

Number of Undergraduate Credits Needed for Bachelor Degree

COURSES TO BE SHARED BETWEEN UNDERGRADUATE AND GRADUATE DEGREES

(Maximum 9 credits allowed)

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<tr>
<th>TERM/YEAR</th>
<th>SUBJECT</th>
<th>COURSE NUMBER</th>
<th>SECTION</th>
<th>CREDITS</th>
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Students will be classified as an undergraduate student until the minimum number of credits required for a first bachelor’s degree is completed. When the student is classified as a graduate student, eligibility begins for graduate assistantships, other forms of graduate student financial aid, or those services and prerogatives normally reserved for graduate students.

For further detail regarding dual enrollment by undergraduates please refer to the Graduate Education section of the Academic Programs catalog.

Approved by:

Student Signature

Date

Department Chairperson, Admitting Graduate Department

Date

Associate Dean, Admitting Graduate College

Date
DUAL BS/MS ENROLLMENT APPLICATION
Department of Civil and Environmental Engineering
Michigan State University

The Dual Enrollment Program allows students who graduate with an undergraduate GPA of 3.0 or greater to apply up to 9 credits from their MSU undergraduate program toward the requirements for a master’s degree.

Requirements:
➢ Admission to the program requires a minimum grade-point average of 3.0
➢ You must apply for admission to the Dual BS/MS Enrolled program prior to the start of the semester you choose to share credits, either your junior year or before you start your senior year. You will be admitted to the Dual BS/MS Enrolled program in the same semester as the first shared course applied towards your MS degree. (Example – during your BS program, if you take a CE/ENE course at a 400+ level in Fall Semester 2021 and use that course as part of your shared BS/MS credits, then this would be considered your first semester of your MS program).
➢ You cannot use courses already completed and graded from previous semesters for the Dual Enrolled program.

Application Procedure:
➢ Find an initial Masters advisor (the Graduate Director can often serve in this role).
➢ As part of the application process complete the paper application form and the university official graduate school application online at https://admissions.msu.edu/graportal and inform the Graduate Secretary that you have completed the electronic form. You do not have to pay the application fee.
➢ If accepted into the Dual BS/MS Enrolled program, you are under NO obligation to complete the MS degree. You can complete your BS degree as normal but inform the Graduate Secretary that you no longer wish to attend the MS program.
*After admission into the Dual Enrolled program - If you decide that you will not be taking a shared course listed on your approved program plan, you must get proper approval from the department before you begin the substituted course to count towards your (9) shared credits.

Attach the Following:
✓ A resume or curriculum vita (CV)
✓ A Statement of Purpose
✓ All college level transcripts
✓ Recommendation Letter

Remaining courses for MS degree (minimum of 21 credits):

ENE  CE

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<tr>
<th>Course</th>
<th>Title</th>
<th>Semester</th>
<th>Credits</th>
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Approved by:

_____________________________       _______________________
Provisional Advisor                  Date

_____________________________       _______________________
Associate Chair for Graduate Studies  Date