

**IT IS A STUDENT'S RESPONSIBILITY  
TO OBTAIN ALL NECESSARY SIGNATURES AND SUBMIT THIS FORM  
TO THE GRADUATE ENGINEERING OFFICE IN GUADALUPE HALL  
NO EXCEPTIONS.**



**Permission to Take Graduate or  
Undergraduate Course**

**GRADUATE STUDENTS ARE NOT REQUIRED TO ENROLL IN UNDERGRAD  
LABS AND THEY DO NOT NEED DEPARTMENT CHAIR'S SIGNATURE**

**INSTRUCTIONS**

1. Complete form and obtain the following signatures:
  - Academic Advisor
  - Department Chair (required for undergraduate students only)
  - If you are adding more than 2 graduate classes please complete another form. Advisor & Department chair signature need to be only on one form
3. Take the signed form to the Graduate Programs Office in Guadalupe Hall

Student Name: Sarah Pagnani Academic Prgm: Undergrad Graduate BS/MS

SCU I.D. #: 1003537 Daytime Phone: 6154173912

Preferred Email: spagnani@scu.edu

Academic Quarter: Winter 2018

Subject: EMGT Catalog #: 63835

Course Title: Manag, Control & Improv Qual Section Number: 289

Subject: \_\_\_\_\_ Catalog #: \_\_\_\_\_

Course Title: \_\_\_\_\_ Section Number: \_\_\_\_\_

Permission Number (if a course is full): \_\_\_\_\_

**Undergraduate Students Only** - List graduate courses in progress or already completed: **Only 20 units can transfer to your Graduate Degree as long as the units did not complete undergraduate requirements.**

1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_

4 \_\_\_\_\_ 5 \_\_\_\_\_ 6 \_\_\_\_\_

**Required Signatures:**

Advisor's Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Department Chair Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
(Required for undergraduate students only)

Graduate Services: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Date

FOR GRADUATE OFFICE USE-GRADUATE UNITS COMPLETED \_\_\_\_\_