

CAL POLY HUMBOLDT
University Senate

Resolution on Graduate Credit for Undergraduates
18-24/25-APC – February 25, 2025 – First Reading

RESOLVED: That the University Senate of Cal Poly Humboldt recommends to the Provost that the University adopt the attached revision to the catalog language on Graduate Credit for Undergraduates.

RATIONALE: This revision extends the window during which undergraduate students may take courses for graduate credit from their final semester to their final year of undergraduate studies. These changes acknowledge the reality that many graduate-level courses are offered only once per academic year, thus providing students greater flexibility in accessing these courses while facilitating more efficient pathways into graduate programs.

Existing catalog language:

Graduate Credit for Undergraduates

Undergraduate students may earn graduate credit by petition under the following circumstances:

- Only courses taken in the final semester of the senior year are applicable;
- No more than 6 units remain to complete requirements for the bachelor's degree;
- Cumulative GPA is 2.5 or higher;
- Applicable courses are upper division or graduate level and, if being used for graduate credit, are not also being used for undergraduate credit;
- Application for graduation (degree check) is on file with the Registrar;
- No more than 9 units taken as an undergraduate may be applied to the master's degree;

Students must complete the Petition for Graduate Credit (To be Earned in Final Semester of Senior Year) form available on the [HSU Forms website](#).

Draft Revision with markup

Graduate Credit for Undergraduates

Undergraduate students may earn graduate credit by petition under the following circumstances:

- Cumulative GPA is 2.5 or higher;
- Applicable courses are upper division or graduate level and, if being used for graduate credit, are not also being used for undergraduate credit;
- Application for graduation (degree check) is on file with the Registrar;
- Only courses taken in ~~the final semester of~~ the ~~senior year~~ final undergraduate year are applicable;

- ~~● No more than 6 units remain to complete requirements for the bachelor's degree;~~
- No more than 9 units taken as an undergraduate may be applied to the master's degree unless the student has been admitted to a Combined Bachelor's and Master's Pathway (see [VPAA 24-05](#));

Students must complete the [Petition for Graduate Credit](#) ~~(To be Earned in Final Semester of during the final undergraduate year. Senior Year)~~ form available on the [HSUCal Poly Humboldt Forms website](#).

Draft Revision without markup

Graduate Credit for Undergraduates

Undergraduate students may earn graduate credit by petition under the following circumstances:

- Cumulative GPA is 2.5 or higher;
- Applicable courses are upper division or graduate level and, if being used for graduate credit, are not also being used for undergraduate credit;
- Application for graduation (degree check) is on file with the Registrar;
- Only courses taken in the final undergraduate year are applicable;
- No more than 9 units taken as an undergraduate may be applied to the master's degree unless the student has been admitted to a Combined Bachelor's and Master's Pathway (see [VPAA 24-05](#));

Students must complete the [Petition for Graduate Credit](#) during the final undergraduate year.