

**CAL POLY HUMBOLDT**  
**University Senate**

**Resolution on Graduate Credit for Undergraduates**  
18-24/25-APC – March 11, 2025 – Second 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 eligibility period for undergraduate students taking graduate-level courses from their final semester to their final year of undergraduate studies. Currently, students may only register for graduate courses during their final semester before graduation. Many graduate-level courses are offered only once per academic year, which limits students' ability to access relevant coursework. This change would provide students greater flexibility in course selection while creating smoother pathways into graduate programs. The revision maintains the existing nine-unit cap on graduate credits for undergraduates, ensuring continued compliance with [California Code of Regulations Title 5, § 40510](#), which governs graduate education requirements.

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

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- 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 in which case the number of transferable units is governed by [VPAA 24-05](#);

Students must complete the [Petition for Graduate Credit](#) ~~(To be Earned in Final Semester of during the final undergraduate year. It is recommended that students complete this form in consultation with their advisor. Senior Year) form available on the HSUCal Poly Humboldt Forms website.~~

Draft Revision without markup

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- 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 in which case the number of transferable units is governed by [VPAA 24-05](#);

Students must complete the [Petition for Graduate Credit](#) during the final undergraduate year. It is recommended that students complete this form in consultation with their advisor.