DEPARTMENT OF MECHANICAL ENGINEERING
University of California at Berkeley
****

PETITION TO BACKDATE GRADUATE STANDING CREDIT UNIT

Instructions:

Please complete the form and return it to the Student Services Office in 6189 Etcheverry Hall.

Requirements:

Berkeley undergraduates who take graduate course work during their last undergraduate semester may petition to backdate graduate standing in order to receive graduate credit for that course work:
- Graduate standing may be backdated for only one semester.
- Graduate standing may be backdated from the last semester.
- Students may petition for credit only for course work that was not required for the undergraduate degree.
- Student cannot backdate more than two (2) courses.

This form must be sent to the Degrees office at the Graduate Division, accompanied by a memo from the Vice-Chair of the Graduate Study and a written statement from the student's undergraduate college advisor confirming that the course(s) was not undertaken in fulfillment of an undergraduate degree requirement.

Last Name: _____   First Name: _____   Middle Name: _____

SID: _____   Email: _____   Phone: _____

Degree Goal: _____   Semester / Year Entered Program: _____   Backdate Term: _____

List of Course(s) To Backdate

Course Name	Course Title Number	Department	Semester / Year taken	Units	Grade

---

For Department of Mechanical Engineering Use Only

Approval:

◯ Approved   I certify that the course(s) for mentioned meet the requirements to be backdated.

◯ Denied   I certify that the course(s) for mentioned does not meet the requirements to be backdated.

Signature of Vice-Chair of Graduate Studies: _____   Date: _____