



REQUEST TO TAKE COURSES OFF CAMPUS IN THE SUMMER

An undergraduate Dietrich School student may get credit for courses taken elsewhere in the summer if the student:

- is in good academic standing (cumulative GPA at least 2.0).
- obtains written approval from the Office of the Dean before enrolling.

The courses:

- must be from an accredited, US-based institution.
 - Students looking to take classes at an international school must go through the Study Abroad Office.
- cannot be repeats of any courses taken at Pitt.
- must be completed with grades of C or better.

There are three limits:

- A maximum of two courses (8 credits) may be taken elsewhere in a summer.
- Students who have will have earned 60 or more credits by the end of the spring term may not take courses at two-year schools.
- Students who will have earned 90 or more credits by the end of the spring term may not take courses at any other institution.

Complete the following information and return this form with a COURSE DESCRIPTION ATTACHED FOR EACH COURSE you're interested in taking. You will be notified by your Pitt email following our review.

Your name and PeopleSoft ID Number: _____

Major (or write "undeclared"): _____

Pitt email: _____

Your major advisor's signature is required if (1) you are a declared major AND (2) the course will count towards a core requirement for your major (i.e., not a co-req): _____

Name of Summer College/University (one school per form): _____

Course subj. (as listed at summer school)	Course Number	Course Title
<i>Example: BIO</i>	<i>103</i>	<i>Introduction to Human Biology</i>

We need the official summer course descriptions before granting approval.