



To submit the completed form **In Person**: MT One Stop, Student Services and Admissions Center (SSAC) – Room 210; **Mail**: MTSU, MT One Stop, SSAC Room 260, 1301 East Main Street, Murfreesboro, TN 37132; **Fax**: at (615) 898-5167.

ADLCRS Request for Federal Financial Aid for Additional Coursework for Graduates

Graduate students should submit this form for the following situations:
 1. Undergraduate prerequisites for graduate program (once admitted to the graduate program), OR
 2. Enrolled in a non-degree graduate program for the sole purpose of attaining teacher licensure

Student Information: (please print clearly)

Last name: _____ **First Name:** _____

Student ID: M _____ **Phone:** () _____ **Email:** _____@mtmail.mtsu.edu

Type of Request:
 (Please check the appropriate box and follow the related instructions)

Undergraduate Prerequisites for Graduate Program:

Students **who have been admitted** to the graduate program but are required to take undergraduate classes as prerequisites for taking graduate classes (**as noted in the Graduate Catalog**) may be eligible for Graduate level loans for up to a maximum of 18 undergraduate credit hours. *Undergraduate classes recommended but not required prerequisites for graduate classes (even if it is on your Degree Plan) does not qualify for federal loans.

If the following undergraduate prerequisites are required before taking any core courses, check the box below and list your Graduate Program. (You are not required to list the graduate course required for degree. Enter the undergraduate course and the semester you intend to enroll. We must be able to verify through the Graduate Catalog that the following undergraduate prerequisites are required before taking core courses.) Otherwise, complete ALL sections of the table below.

Please list your Graduate Program: _____

Graduate Course Required for Degree	*Undergraduate Prerequisite to enroll in Graduate Course	Semester you intend to enroll in Undergraduate Prerequisite

***The undergraduate prerequisite must be listed on your Degree Plan. If a copy of your Degree Plan is not on file in the Graduate Office, you will be required to submit your Degree Plan before this request can be reviewed.**

Seeking Teacher Licensure / Add-on Endorsement:

REQUIRED: A copy of your Program of Study received from the Office of Teacher Licensure must be submitted with this form.

You are admitted as a non-degree **Graduate** student taking coursework for the sole purpose of completing state requirements for Teacher Licensure or Add-On Endorsement certification. You do not intend to receive a Master’s or advanced degree from MTSU.

(Please note: Federal loan eligibility will be limited to undergraduate limits regardless of class level.)

I understand that before my request can be processed the following FAFSA questions must be completed as follows. Go to www.fafsa.gov to confirm these questions are correct:

- **Question 29 = 5th year/other undergraduate**
- **Question 30 = Teaching Credential (non-degree program)**
- **Question 48 = NO** to working on a master’s or doctorate program

Signature: _____ **Date:** _____