

Our records indicate that you are a Graduate student registered for one or more undergraduate courses. As such, the Office of Financial Aid must verify with your Academic Advisor/Counselor that the undergraduate course(s) are applicable to your graduate degree. Your financial aid will be delayed until this requirement is completed.

SECTION 1: IDENTIFICATION

Student Name:

Roosevelt ID #:

SECTION 2: ACADEMIC ADVISOR/COUNSELOR CERTIFICATION

The student listed above is enrolled in the following courses. **Please be aware that this certification is required before this student's financial aid can be processed.**

Please indicate whether or not the courses listed below are pre-requisites or required for the student's current Master's Degree program.

COURSE NAME	COURSE NO.	REQUIRED FOR (check one):			
		DEGREE	CERTIFICATION	PRE-REQUISITE	NOT REQUIRED

Please list the student's major and/or certificate programs that applies to the current Master's degree program:

Additional Comments:

SECTION 3: ACADEMIC ADVISOR/COUNSELOR SIGNATURE

By signing this form, I certify that I have accurately reviewed the above listed courses for this student's Master's Degree Program.

PHYSICAL SIGNATURE – DO NOT TYPE

Advisor's Signature

Date

Office Phone Number

Submit this form to the Office of Financial Aid in person (1M16 Wabash/Mezzanine Floor) or by email to fas@roosevelt.edu, or by fax (to 312-341-3545).