

Advising Guide: ADPR Seniors Requesting to Take Graduate Courses for Fall 2025

All seniors who are interested in taking graduate level courses must complete the [Seniors Requesting Graduate Credit form](https://gradschool.utk.edu/academics/forms-central/senior-requesting-graduate-credit/) (<https://gradschool.utk.edu/academics/forms-central/senior-requesting-graduate-credit/>).

Conditions to Take Graduate Courses in Senior Year:

You (students) may only apply for graduate credit if **all** of the following are true:

- You are currently enrolled as a full-time undergraduate Advertising or Public Relations senior at the University of Tennessee with a minimum 3.0 grade-point average (GPA).
- You need fewer than 30 semester (credit) hours to complete the requirements for your bachelor's degree.
- The total number of credit hours registered will not exceed 18 semester hours for fall/spring or 12 semester hours for summer.
- You understand that courses taken for graduate credit **cannot be used towards both a Bachelor's degree and a graduate degree (Master's or Doctoral)**.
- The Graduate School only allows a maximum of 9 hours of graduate credit that can be obtained at the 400 and/or 500 level as an undergraduate student, to be counted as part of the requirements for a graduate level degree. However, you are advised to take only 3 hours (1 graduate course) and no more than 6 hours (2 graduate courses) in one semester.

Please note:

- You may not take the distance education courses. If the campus is KTV, the course is not an option for you.
- Courses denoted with a (!) are courses that the Graduate School will register students for course once the form is processed.
- Courses denoted with a (*) are courses that undergraduate students are able to register themselves for and the Graduate School will change it to Graduate credit once the form is processed.

Graduate Courses Available for Fall 2025

- ADPR 515: Social Media Analytics¹
- ADPR 516: Copywriting¹
- ADPR 516: Brand Building and Activation¹
- ADVT 520: Advertising/Communication Theory¹
- PBRL 400: Ethical and Legal Issues in Public Relations (if not taken for undergraduate credit)*
- PBRL 540: Public Relations Management¹

To Submit the Form:

1. Student begins the workflow by submitting the [Senior Requesting Graduate Credit form](#); ***List "Sifan Xu" as faculty advisor; net ID is sxu21.*** You will need to find the NetID for the instructor; this is NOT the full email address.
 - Be sure to check "No" on the question that asks if you are in an accelerated program.

- If course is available to register for undergraduate credit, then student registers for the course before submitting form. See list above, courses will be denoted with a (*).
 - If course is unavailable for undergraduate registration, then student waits to be registered by Graduate School. See list above, courses will be denoted with a (!).
2. With Instructor and School approval, Graduate School receives the form and processes, then notifies student. Be patient. This may take a couple of days to work through the system.
 3. Student verifies that course schedule shows correct course and graduate level credit.

Please note that approval to take graduate level courses as a senior does not guarantee your admission into the 4+1 master's program.

For all 4+1 ADPR course related questions, please contact Dr. Sifan Xu (sifanxu@utk.edu), Graduate Program Coordinator for the Tombras School of Advertising and Public Relations.

For all 4+1 ADPR graduate application questions, please contact CCI Graduate Studies (colcomgs@utk.edu).