Approval to Enroll In A Class in Another School

There may be an instance where you and your advisor determine that a course or courses in another school should be part of your approved program. This form needs to be completed and approved before registering for the class.

If you are seeking approval to take a course that is not part of your approved program, any financial aid you are receiving will not be applied to this course.

Please note that if there is an enrollment limit on the course in which you are requesting to enroll, students in the school in which the course is taught will have priority.

Acquiring approval on this form does not constitute acceptance into a joint degree program.

________________________________________________________________________

Student’s Name:_________________________ Date:__________________________

Genisys ID #: __________________________

Semester _______ Year: _________ School to which you are Admitted:______________

Course(s) you desire to take: CRN#: __________________________

Course 1: __________________________

CRN#: __________________________

Course 2: __________________________

CRN#: __________________________

Course 3: __________________________

Instructor for Course 1: __________________________

Course 2: __________________________

Course 3: __________________________

Is the course(s) part of your Approved Degree Program?   ___Yes   ___No  If no, which one(s): ____________

________________________________________________________________________

REASON FOR REQUEST:

________________________________________________________________________

________________________________________________________________________

APPROVAL SIGNATURES in the order indicated:

Your Advisor: ___________________________  Printed Name ___________________________  Signature ___________________________

Dean of the School in which Course(s) is Taught: __________________________________________________________

Instructor of Course 1: __________________________

Instructor of Course 2: __________________________

Instructor of Course 3: __________________________

February, 2005