

LATE ADD REQUEST FORM

PLEASE NOTE: Any University College student wishing to add a class after the deadline must (1) complete Part 1 of this form, (2) obtain the appropriate instructor's approval in Part 2, (3) secure a permit to register for the course from the department which is offering the course, and (4) return the form to University College in 218 Brister Hall for consideration.

PART 1. STUDENT COMPLETES THE FOLLOWING:

Name: _____

University ID #: _____

Major: _____

Reason for requesting a late add:

PART 2. INSTRUCTOR'S APPROVAL:

The student named above has my permission to add this course after the deadline.

SUBJECT	COURSE #	SECTION #	CRN #	DATE FIRST ATTENDED

Instructor's Signature

Date

PART 3. UNIVERSITY COLLEGE'S APPROVAL:

Assistant Dean's or Advisor's Signature

Date