PERMISSION TO ENROLL IN A CLASS

Use this form to receive permission from the faculty to enroll in a course that has restrictions; such as permission required, prerequisites, limited to majors or class level (Jr., Sr., etc.).

Student ID: _____ Student Name: _____
(PLEASE PRINT)

Course Requested:

TERM	CRN	SUBJECT	COURSE #	SECTION #
_____	_____	_____	_____	_____

I understand that this student was not able to register for this course for one or more of the reasons checked below. I am authorizing the student to register in the course only if the class has not reached the maximum.

_____Course requires written permission

_____Student has not met prerequisites

_____Course is restricted to majors only

_____Course is restricted to students at a certain class level (senior, junior, etc.)

_____
Signature of faculty

_____
Date

I understand that this **section is closed**; however, you may increase the maximum class size by one to add this student. ***Signature of department chairperson required***.

_____
Signature of department chairperson

_____
Date

Please give completed form to the department secretary or chairperson for processing.

NOTE:

- ***Departments cannot register students. Students must register for the approved class via MAX.***
- ***"Check your Registration Status" on MAX to see if the override was granted (available under the Registration menu).***
- ***The permission(s) granted by this form also allow(s) a student to waitlist for a course currently restricted from them.***