



# 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 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).**