

Enrollment Against Advice

Last Name _____ First Name _____ M.I. _____

Student ID# _____ Current Phone # _____ Date _____

Major: _____

Course Desired

Term Desired

Course	Number	Section	Semester/Term	Year
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Procedure

A student may request to register for a class, against the advice of an advisor, with permission of the instructor and the Academic Dean. To request this exemption the student must:

- Attach a completed registration form.
- Complete a plan for student success (below).
- Include Advisor's Comments
- Obtain recommendation of instructor (or program coordinator).
- Submit forms to the Academic Dean for final approval.

The Dean's office will send the completed forms to the Registrar.

Student's Plan for Success

I recognize that I am enrolling in the above listed course against the advisement of a college advisor. Please answer: What professional experiences or education have you had that will allow you to be successful in this course? (Supporting documentation may be attached.)

Student's Signature: _____ Date: _____

Advisor Comments:

Advisor's Signature: _____ Date: _____

Instructor Comments:

 Approved Disapproved

Instructor's Signature: _____ Date: _____

Dean's Comments:

 Approved Disapproved

Dean's Signature: _____ Date: _____

Office Use

 Copies distributed to: Student File Instructor
 Advisor Dean

CRI Processed by: _____
Date entered: _____