

## Enrollment Against Advice

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_

Student ID# \_\_\_\_\_ Phone # \_\_\_\_\_ Date of Birth \_\_\_\_\_

Major: \_\_\_\_\_

**Course Desired**

**Term Desired**

Course	Number	Section

Semester/Term	Year

**Procedure**

A student may request to register for a class, against the advice of an advisor, with permission of the instructor and Dean of the academic division the course resides under. 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 Dean of the division the course is located under 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: _____