### Student Request

Name: ___________________________  Student ID: ___________________________

Major: ___________________________  Level:  Freshman ☐  Sophomore ☐  Junior ☐  Senior ☐

Email address: ___________________________  Telephone: ___________________________

I request enrollment in ___________ during the ___________ quarter.

(course) (fall, winter, spring, summer) (year)

I am unable to enroll for the following reason:

- _____ I do not have the prerequisites/corequisites.
- _____ I am not the required major.
- _____ The class requires Instructor’s approval.
- _____ Other: explain request below. (including time conflict with another course)

Request:

List here all 5-digit course codes for courses you are trying to enroll in (Lec, Dis, Lab, etc.):

(continue on back if necessary)

Student Signature: ___________________________  Date: ___________________________

### Instructor Permission

To be completed by the Course Instructor:

I ________________ give permission for this student to enroll in my course.

(Instructor/Faculty)

I have explained to the student that they may be at a disadvantage by taking this class without the necessary requirements. Based on our conversation, I feel that this student could succeed in the course nonetheless.

Instructor/Faculty signature: ___________________________  Date: ___________________________  Course: ___________________________