

# UNDERGRADUATE PERMIT TO REGISTER FOR A COURSE (FALL 2020)

## SCHOOL OF ENGINEERING AND APPLIED SCIENCE

### University of Pennsylvania

**To the student:** Requests can be submitted directly to [buoni@seas.upenn.edu](mailto:buoni@seas.upenn.edu). Please note:

- Synchronous courses with complete overlap (same days/times) will not be processed, even with instructor approval.
- Requests will not be accepted until the first day of Advance Registration.
- Time Conflict forms must be received by the end of the add deadline.
- Time Conflict requests cannot be processed during the advance registration period

Term Degree Expected: \_\_\_\_\_ Today's Date \_\_\_\_\_

Name of Student: \_\_\_\_\_ SID Num: \_\_\_\_\_

Email Address: \_\_\_\_\_ Tel Num: \_\_\_\_\_

Major: \_\_\_\_\_ Faculty Advisor Name: \_\_\_\_\_

#### PERMIT TO REGISTER FOR A COURSE: (Please check only one)

- Please allow this student to register for my Restricted Enrollment course.
- Please allow this student to register for my closed course.
- Please allow this student to **late** add my course (after the second week of the semester)
- Please allow this student to **retroactively** add my course (course that was taught in a previous semester).
- Please allow this undergraduate to register for my graduate course\*

• Other: \_\_\_\_\_

Course: \_\_\_\_\_ Semester: \_\_\_\_\_ Instructor: \_\_\_\_\_

DEPT      NUMBER      SECTION

Signature of Course Instructor: \_\_\_\_\_

Print Name: \_\_\_\_\_ Email: \_\_\_\_\_

\*SEAS seniors in general may enroll in any 500 level SEAS course without instructor permission. Some 500 level courses however may exercise the prerogative to require permission of the instructor. All CIS and BE 500 level courses require instructor permission.

#### PERMISSION TO REGISTER FOR A COURSE WITH TIME CONFLICT:

- Please Allow this student to register for my course with a time conflict with another course.

Course 1: \_\_\_\_\_ Instructor Signature: \_\_\_\_\_

DEPT      NUMBER      SECTION

Course 2: \_\_\_\_\_ Instructor Signature: \_\_\_\_\_

DEPT      NUMBER      SECTION

*\*Synchronous courses with complete overlap (same days/times) will not be processed*