

# COURSE ENTRY FORM

In order for a student to register for a course that is already full this form must be signed by the instructor.

In special cases departmental and/or academic approval may be required.  
*Note: After the close of the course adjustment period, students will be charged a \$100 late course adjustment fee to add a course to their schedule.*

\_\_\_\_\_  
Student name

\_\_\_\_\_  
Course #

Please permit him/her to enroll in my course  
for the \_\_\_\_\_ 2017 / \_\_\_\_\_ 2018 semester.

\_\_\_\_\_  
ID number

\_\_\_\_\_  
Instructor signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Advisor signature

\_\_\_\_\_  
Effective date

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