



## Course Registration Special Request

This is a general form used for registration that cannot be completed via Self-Registration.  
To request registration for a full course, please use the *Full Course Registration Request*.

Year: 

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 Academic Period (e.g., Fall, Spring): \_\_\_\_\_

Student: \_\_\_\_\_  
Last Name First Name Middle Initial

Student ID: \_\_\_\_\_

### Course Information

Course: \_\_\_\_\_ Course Name: \_\_\_\_\_  
Subject Code Number Section

### Reason for request:

**Time Conflict** (minimal time overlap between courses)  
- Approval is required from the instructor of the course that you are coming late to or leaving early from.

**Late Add** (Student Self-Registration period has ended)

**Prerequisite or Corequisite Override**  
(example: taking a lecture without the lab as a refresher or to replace a prior grade)

**Other** - please specify: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student Signature	Date
Instructor Name	Instructor Signature
	Date

Requests will be reviewed on a case-by-case basis. Notifications will be sent via UF email.

#### OFFICE USE ONLY

Date Received: \_\_\_\_\_ Processed By: \_\_\_\_\_ Date Processed: \_\_\_\_\_