

REGISTRATION FORM

Student ID Number: _____ Student Name: _____

Phone Number: _____ Term/Year: Fall Spring Summer 20____

ADDS ONLY (List Add portion of Swap actions here)

Class Number (12345)	Course Prefix & Number (MATH 1314)	Section Number (.001)	Course Title (College Algebra)	Instructor (Smith)	Permission Number (If applicable)	Written Approvals (Signature Needed)	Approval Code (See Below)

DROPS ONLY (List Drop portion of Swap actions here)

Drops as part of a Swap?	Class Number (12345)	Course Prefix & Number (ENGL 1301)	Section Number (.001)	Course Title (Grammar & Comp)
<input type="checkbox"/> Yes <input type="checkbox"/> No				
<input type="checkbox"/> Yes <input type="checkbox"/> No				
<input type="checkbox"/> Yes <input type="checkbox"/> No				
<input type="checkbox"/> Yes <input type="checkbox"/> No				
<input type="checkbox"/> Yes <input type="checkbox"/> No				

APPROVAL CODES

Advisors/Instructors/Chairs/Deans - Please write applicable number in the Approval Code column above.

- 1 Overload (SCHs over maximum allowed; Dean only)
- 2 Credit/No-credit option (Advisor or higher)
- 3 Add class late (Instructor, Chair, or Dean)
- 4 Other: _____

Examples:

Course Prefix, Number and Title: **MATH 1314 - COLLEGE ALGEBRA**

Section Number / 5-Digit Class Number: **Section 001-LEC(81214)**

WARNING: Dropping classes may affect your financial aid, scholarship(s), degree plan, or graduation date. Check Cashier's website for refund information.

Students requesting any of the above options must receive written approval on this form from the indicated persons prior to registration.

Students may submit this form in-person to the Enrollment Services Center (ADM 230), Longview University Center, Palestine Campus, or Houston Engineering Center. Students unable to submit the form in person may scan and email the completed document to Enroll@uttyler.edu from their Patriot email.

Office Use Only: **Processed By:** _____ **Date Processed:** _____

Questions regarding data collected may be directed to the Registrar. (HB 1922)

Registration Form Rev. 06/2017