

COURSE REGISTRATION APPEAL TIMELINE FOR SEMESTER 2, AY2024/25 - for UNDERGRADUATE (UG) & CONTINUING AND PROFESSIONAL EDUCATION (CPE) STUDENTS**Notes:**

1. Refer to Appendix - Appeal Types section of CourseReg userguide (<https://nus.edu.sg/coursereg/docs/CourseReg-Student-User-Guide.pdf>) for more details on the individual appeals.
2. While the outcome of your appeal is still pending, please refrain from sending multiple emails to the approvers and submitting appeal types that do not accurately address the issue.
3. Refer to CourseReg's Contact Us page to contact appeal approvers of respective appeal types for urgent assistance.

Updated: 5pm, 24 Sep 2024

Appeal Type	Approve by	Available for	Start Time & Date	End Time & Date
Unable to fulfill Requisites (for Rd1-3)	Host Department	UG and CPE	9am, 2 Jan 25	12pm, 10 Jan 25
Change Admin Allocated Classes (for Rd1-3)	Host Department	UG and CPE	9am, 2 Jan 25	12pm, 16 Jan 25
Max Workload Waiver (for Rd1-3)	Home Faculty	UG and CPE	9am, 2 Jan 25	12pm, 16 Jan 25
Min Workload Waiver (for Rd1-3)	Home Faculty	UG	9am, 2 Jan 25	12pm, 27 Jan 25
Change Lecture Class (for Rd1-3)	Host Department	UG and CPE	7pm, 11 Jan 25	12pm, 16 Jan 25
Unable to secure course (for Rd1-3)	Host Department	UG and CPE	7pm, 11 Jan 25	6pm, 23 Jan 25
Add/Change Tutorial Class (for Rd1-3)	Host Department	UG and CPE	5.01pm, 20 Jan 25	6pm, 28 Jan 25