

Student's Registration Appt. Day & Time: _____



Request for Permission to Enroll in an EECS Undergrad. Course

Electrical Engineering & Computer Science Dept. Undergraduate Advising Office
2808 CSE Bldg., ugadmin@eecs.umich.edu, 734.763.6563

This form should be completed by: *Student (top of form only)*

This form should be directed to: *CSE UAO Front Desk*

Name:		Date:	
UMID:	Email:	Phone:	
College (e.g., CoE, LSA, Music):	Major or planned major (e.g. CS Eng):	Have you declared?	
		<input type="checkbox"/> YES <input type="checkbox"/> NO	
EECS Course Number (e.g., 215)	Lecture Section Number (e.g., 01, 02)	Lab/Disc Number (e.g., 03, 04)	
Course Instructor:			
Do you have the prerequisites? <input type="checkbox"/> Yes <input type="checkbox"/> No (List your grades in all attempts at prerequisite courses below.)			
Course:		Term:	Grade:

Describe below why you should be given a permission. [Note whether or not you have met all pre-requisites.]

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NOTE: Student competes only top of this form. ^ Undergraduate Advising Office will process form and receive signatures and a determination. This process may take several weeks to complete. Until you are notified of the outcome, you should attend all class sessions.

For Advising Office / Instructor Use Only:

Student has actual or equivalent prerequisites on record or in advising file, and should be treated as if he or she was on the Registrar's Course Waitlist (i.e., admitted if there is room in the course). ☐

☐ **Student lacks course prerequisites:** ☐ Not Declared. ☐ Lacks (passing) grades in prerequisites.

Chief Program Advisor (check one): I recommend: ☐ granting / ☐ denying permission to enroll.

Explanation:

Chief Advisor Signature: _____

Instructor (check one): I ☐ grant / ☐ deny permission to enroll. **Instructor Signature:** _____

Advising Office Action: _____ Initials/Date: _____

Reason: ☐ Prereq Waived ☐ Failed Prereq ☐ Grad Stdg ☐ Trnsfr. Crd. Expected ☐ Prearr. w/Inst ☐ Other: _____