



Undergraduate Registration Agreement

Name _____ PID:

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(Print- Last)

(First)

Major: _____ Email: _____ Daytime Phone: _____

(Print)

Instructions – Faculty

- Enter the term & year, select the course type, then specify all information requested (prefix, #, credit and grading scheme).
- Locate the class number (key code) for that particular section on <https://my.ucf.edu>
 - **Warning: The class number (key code) defines the course and instructor, and takes precedence over any differing information listed on this form!**
- If the section does not exist, submit the form to COS Academic Services (COSAS) no later than day 3 of Add/Drop. The College must create the section to obtain the class number before registration can proceed.
- Specify the credit, and detail all work to be completed, as well as policies regarding grading, consultation and absences.
- Work **must** be completed by the last day of classes unless a due date is specified.

Instructions - Student:

- Be sure you understand exactly what work is being required of you for your grade.
- Enter your name, PID, major, email, and phone, obtain necessary signatures, and provide a copy to each person signing.
- Bring this form to **COS Academic Services (COSAS) CSB 250** prior to the date specified.

Term: _____ Year: _____ File Form By: End of Add/Drop (or by this earlier date) _____

Title	Class #	Prefix	Course # (Circle One)			Credit	To Be Graded As	
Directed Independent Studies			3905	4906	5907*		S/U	Letter
Directed Independent Research				4912	5917*		S/U	Letter
Internship, Practicum, Clinical			3940	4941			S/U	Letter
Honors Undergraduate Thesis			3970H**	4970H**			S/U	Letter
Honors Directed Reading				4903H**	4904H**		S/U	Letter
Other							S/U	Letter
Biology Lab Techniques		BSC		4422L			<u>Graded S/U Only</u>	
Advance Applied Psychology		INP		3141C			<u>Graded S/U Only</u>	
Undergraduate Field Work		PSY		3951			<u>Graded S/U Only</u>	

Assignments and Expectations:

Assignment 1: Certification	Date Due: 05/15/2020	% of Grade: _____
	(First evaluation should be conducted before withdrawal deadline)	
Assignment 1: Training	Date Due: 06/15/2020	% of Grade: _____
Assignment 1: Data analysis	Date Due: 07/05/2020	% of Grade: _____
	(last day of classes in the term, or the above date)	

Consultation Policy: _____

Description of work required: _____

Required Student Signature:

I accept responsibility for payment of my semester tuition and fees by the published deadline. I understand that if I fail to pay my tuition and fees by the deadline, I will be charged a \$100 Late Payment Fee, my records will be put on hold, my account will be referred to a collection agency, and I may incur other financial consequences.

Students Signature: _____ Date: _____

Approval Signatures:

Instructor: _____
(Print name) (Signature)

Department Chair (or designee): _____

College Dean:* _____ Honors Director** _____
(for 5000 level courses) (for Honors courses)

For College Use Only: _____