DEPARTMENT OF COMPUTER SCIENCES
REQUEST FOR DEPARTMENTAL PERMISSION TO TAKE A CS COURSE IN SPRING 2005

Not valid for any other semester or summer session.

1. Use this form for only **one** course ("the Course").

2. For prerequisites and corequisites, go to http://www.cs.purdue.edu/courses.

3. Please see page 2 before completing this side of the form.

COURSE: CS _____   APPLICATION CATEGORY (see page 2) _____

NAME _____ ID NO. _____
    (last name, rest of name)

E-MAIL ADDRESS _____   TELEPHONE NO. (optional) _____

PRESENT SCHOOL _____   CLASSIFICATION (Sem. 1-8, Grad.) _____

PRESENT MAJOR _____   and the registrar's CODE _____ for
                                                  your major, option, or program.

If your application category is 3 or 4:

    MINOR _____   and the registrar's CODE _____

YOUR ACADEMIC ADVISOR'S or (for graduate students) MAJOR PROFESSOR'S:

    NAME _____   E-MAIL ADDRESS _____

If you wish to explain the role the course plays in your present major and/or minor or to state other reasons why you need or want to take the course, please attach a separate sheet. *This is essential if you are requesting more than one 500- or 600-level CS course in a semester or your fifth or subsequent such course.* Students outside CS may not take more than a total of four 500- or 600-level CS courses usable on a CS graduate plan of study and not on a fully approved plan of study in another department.

_____

I authorize the Department of Computer Sciences to access whatever University records may be needed to verify the above statements or may be helpful in allotting limited space.

I understand that departmental permission given in view of a prerequisite to be passed or of a corequisite to taken simultaneously with the Course, if not passed earlier, will become void if I do not fulfill those conditions; and in that event, I authorize the cancellation of my registration in the Course at any time.

Signature _____ DATE _____

ATTACH A COMPLETE UP-TO-DATE PURDUE TRANSCRIPT, RECORD COPY (internal transcript) OR PROGRESS REPORT and whatever else may be necessary to show that you have passed or are taking the prerequisites for the Course and that you have passed, are taking, or are registering for any corequisites.

ATTACH A COMPLETED FORM 23 (see page 2).   DELIVER ALL TO CS 102.

FOR OFFICE USE			
English	Category	Pre- and Corequisites	Previous
T1 T2 T3	R		
	E		
	C		
	H		
TWE	O		

Deliver the completed form to CS 102 with a Registrar's Form 23 (Course Request Form) SIGNED BY YOU AND YOUR ADVISOR.
• If you are registering through the Office of Admissions, you do not need to have an advisor's signature.
• Do not include other courses on the Form 23 unless you want your registration in them to be contingent upon our approval of your request to take the Course.
If we approve your request, we shall, in the absence of other instructions, send the Form 23 to the registrar or to the Office of Admissions, as appropriate.

We shall notify you by e-mail when we act on your request. How long that will take will depend upon the number of CS majors expected to register, the space in the course, and your application category. We hope to act by the 15th week of the preceding semester for most courses and for students in degree programs. Non-degree students may have to wait until the Friday before the beginning of classes or later.

Application categories:

1. Undergraduate CS major. See your CS advisor. Do not use this form unless your adviser asks you to use it to apply for a 500- or 600-level course. If you have more than one major and your home department is not CS, you must have dual major papers filed with CS, with your home department, and with the registrar.

2. Undergraduate student with a major of which the course fulfills a requirement.

3. Undergraduate student with a CS minor (code 730) recorded for you by the registrar.

4. Undergraduate student with a non-CS minor of which the course fulfills a requirement. The minor must be recognized by your home school and recorded for you by the registrar.

5. "Pre-CS" student in the School of Science or other undergraduate student in a degree program and you are trying to become undergraduate CS major.

6. Other student in a degree program or the University Studies Program at the West Lafayette campus.

7. Other.

If your application category is 5, 6, or 7:

You must meet the CS CODO requirements to take undergraduate CS courses beyond CS 180 that can be used to fulfill CS major requirements. The CODO requirements are currently: (a) a grade of B or better in CS 180, and (b) a grade of B or better in an acceptable calculus course (MA 161 or better), and (c) a GPA of 2.25 or better in Science/MA/CS courses that meet the CS bachelor's degree requirements, and (d) an overall GPA of 2.75 or better and not on probation. If you want to become a CS major, see Science Counseling (MATH 231).

If your application category is 7:

PLEASE MARK THE FIRST OF THE FOLLOWING ITEMS THAT DESCRIBES YOU.

☐ [R] A Purdue employee and your supervisor has asked you to take the course in support of your current or projected duties. Attach to the application form a memo from your supervisor and have Item 9 on the Form 23 signed.

☐ [E] A Purdue employee eligible to take courses at a reduced fee because of your employment. Have Item 9 on the Form 23 signed.

☐ [C] A student in a degree program at another Purdue campus (state which campus) _____

☐ [H] A qualified local high school student at (name of high school) _____

☐ [O] Other (describe) _____

_____

IS ENGLISH YOUR NATIVE LANGUAGE? _____ If not, you must have scores of at least 60 on each of the three parts of the paper-based examination (at least 25 on the computer-based examination) and a TWE of 5.0 or better to take a CS course at any time. The acceptable documentation is an official TOEFL report (not an examinee's report) or a copy of such a report certified and sent by another office on campus directly to CS.

If you are seeking to register through the Office of Admissions, you need not supply an advisor's name or e-mail address. For school, enter "none". For classification, enter "–". If your request is approved, you will be notified by Admissions rather than by CS.

Admission to the Course, if granted, may be delayed until the Friday before the beginning of classes or later.

Requests for exceptions must be supported by compelling reasons and submitted in writing with the application form.