Office of the Registrar Scheduling Office Special Approval Form

Subject Code: Contact:							Instructions: One approval code per section and use pen only. To add, remove or update on individual sections BEFORE the first day of registration, list each CRN, course, section number, and special				
Phone:	email:						approval code. Please indicate updates in the change status column. Requests to remove or change Special Approval Codes AFTER the first day of registration will require the section to be canceled and/or rescheduled. This form will not initiate the cancel and/or reschedule process.				
Semester Code:											
					A	Approval Code					
			Academic Advisor	College Dean	Depart	Faculty Advisor	Honors Advisor	Instructor	Program Director		
CRN	Course Number	Section	AA	DN	DP	FA	НА	IN	PD	Change Status:	
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Department	Chair Sign	ature:					Date):			