Office of the Registrar Scheduling Office
Special Approval Form

Subject Code: __________________________

Contact: __________________________________________

Phone: ___________ email: ___________

Semester Code: __________

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 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.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course Number</th>
<th>Section</th>
<th>AA</th>
<th>DN</th>
<th>DP</th>
<th>FA</th>
<th>HA</th>
<th>IN</th>
<th>PD</th>
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Change Status:


Department Chair Signature: ___________________________ Date: __________________________