

SDSM&T Registrar's Office

Permission of Instructor Form

This form must be turned in at the Registrar's Office before the registration can be completed.

Identification of the student and the course to be taken:

Student's Name: _____ Student's ID: _____

Course prefix: _____ Course number: _____ Section or
CRN Number _____ Credit hours: _____

Semester: _____ Name of Instructor, (printed): _____

Student Signature: _____ Date: _____

PLEASE NOTE:

A registration officer will register you for the course(s) listed above; however, if it is replacing a class you are currently registered for you must drop that class yourself, (via Self-Service Banner).

This form is required if a student is taking a course without having all of the prerequisites listed in the catalog, and where the list of prerequisites includes the phrase "and/or permission of instructor" or for one of the reasons below.

This form cannot be processed if it causes an overload, (over 18 credits).

Reason for waiver:

_____ Permission to drop: _____ and stay in the co-requisite course.

_____ Waiving the time conflict with another course.

Conflicting Course Name: _____ Signature of Instructor: _____

_____ Permission of Instructor course (independent study, etc.). Title IND: _____

_____ Waiving the pre or co-requisite of: _____.

_____ Waiving class standing on course, sophomore, junior, senior, etc.

_____ Student allowed to register for a course other than their student's level of admission, e.g. graduate taking undergrad course, or undergrads taking 500 or 600 level courses.

_____ Waiving pre or co-requisite and place the student on the waiting list (if applicable).

_____ Course is full and the student wishes to register and there is not a waiting list.

_____ Override waiting list and allow this student and all students before this student on the waiting list to register for this course. This will raise the limit to the course.

_____ Other: _____.

Permission of Instructor: The student listed above has my permission to enroll in the stated course as provided for in the catalog description of the course:

Signature of Instructor of Course **Date**

Signature of Department Head/Chair of Course **Date**