

**Section A: This section to be completed by the student and presented to both the instructor and Department Head/Program Coordinator for approval.**

**Once Section B has been completed, this form must be presented to your home Faculty no later than 4:30PM on the final date for registration. For a complete listing of important dates and deadlines visit the Registrar's Office website.**

Name:		Student Number:	
Phone:		Home Faculty:	
Fall Term 20		Winter Term 20	
Summer Term 20			
CRN(s):	/	Subject / Course#:	Section:
<i>One course per form please</i>			

**Section B: This section to be completed by the instructor and Department Head/Program Coordinator**

Please indicate which permission(s) you are granting and the reason for permitting the override(s):

PREREQ/COREQ

COLLEGE

AUDIT

SPEC APPR  
*Written Consent*

PROGRAM

CHALLENGE

TIME CONFLICT  
*Time conflicts require consent from both instructors*

MAJOR

CASUAL ADMIT  
*Faculty of Arts Admit type: the student must contact  
Students Services to be registered in the course*

CAPACITY

OTHER:

Reason:

Signature: \_\_\_\_\_  
(Instructor)

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
(Department Head / Program Coordinator)

Date: \_\_\_\_\_

**Section C: This section to be completed by the Dean's Office of the Faculty/School of registration**

Comment:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Notice Regarding Collection, Use, and Disclosure of Personal Information by the University:** Your personal information is being collected under the authority of *The University of Manitoba Act*. The information you provide will be used by the University for the purpose of obtaining departmental permission for you to register in a particular course. Your personal information will not be used or disclosed for other purposes, unless permitted by *The Freedom of Information and Protection of Privacy Act* (FIPPA). If you have any questions about the collection of your personal information, contact the Access & Privacy Office (tel. 204-474-9462), 233 Elizabeth Dafoe Library, University of Manitoba, Winnipeg, MB, R3T 2N2.