

REQUEST TO ENROLL IN A YALE GRADUATE OR PROFESSIONAL SCHOOL COURSE

This form must be completed in its entirety to request permission to enroll in a graduate or professional school course. Incomplete forms will not be processed. Regulations governing enrollment in graduate and professional school courses are published in the *Yale College Programs of Study*, in the Special Arrangements section. Read these regulations carefully.

INSTRUCTIONS FOR FALL 2017:

1. If the course is available in OCS, add the course to your schedule worksheet; otherwise, add the course to your printed schedule worksheet in the include/remove section.
2. Attach the course syllabus. Request forms without accompanying syllabi will not be processed. If a syllabus is not available, attach an explanation.
3. Obtain signatures from the instructor and either the Director of Graduate Studies (DGS) for Graduate School courses, or professional school registrar for professional school courses. Forms will not be processed without these signatures.
4. Submit the form and syllabus to your residential college dean's office no later than:
September 20, 2017: full-term and first-half courses; **October 30, 2017:** second-half courses
 Late forms may not be approved and are subject to fines; early submission is strongly recommended.
5. You will be notified by e-mail of the result of your petition, decisions are made on a rolling basis. Not all petitions are approved, and not all approved courses earn a full credit.

Name: _____ Res. College: _____ Class Year: _____

ID #: _____ Major(s): _____

E-mail: _____

Check if admitted to the simultaneous bachelor's and master's degree program, or the five-year MPH program

Course subject, number, and title: _____

Indicate the primary school of the course: Architecture Art Divinity Drama F&ES GSAS Law SOM Medicine Music Nursing Public Health

Number of credits in primary school: _____ Multiple title(s): _____

Course requirements summary (e.g., length of papers, number and type of exams, class participation, projects):

Start & end dates, meeting day(s) & times (e.g., 8/31-12/9, M 2:30-4:20): _____

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**NOTE:** The deadlines of Yale College, including those regarding late work, incomplete work, and submission of course grades, apply to Yale College students enrolled in graduate and professional school courses.

Student's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Instructor's printed name: \_\_\_\_\_

Instructor's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed name of DGS or Professional School Registrar: \_\_\_\_\_

Signature of DGS or Professional School Registrar: \_\_\_\_\_ Date: \_\_\_\_\_

|                         |                                                                                                             |
|-------------------------|-------------------------------------------------------------------------------------------------------------|
| Res College Date Stamp: | For University Registrar's Use Only:<br>YC credits: _____ Date: _____ YURO signature: _____<br>Notes: _____ |
|-------------------------|-------------------------------------------------------------------------------------------------------------|