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 SPRING 2018:
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:
   - February 6, 2018: full-term and first-half courses;
   - April 2, 2018: 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:
YC credits: ______ Date: ___________ YURO signature: __________________________
Notes: __________________________________________________________________________________________

Res College Date Stamp: ______________________________