



**Student Information:**

<b>Last Name:</b>		<b>First Name:</b>	
<b>Student #:</b>	A	<b>Telephone:</b>	
<b>Email:</b>		<b>Program:</b>	

1. Complete the "Student Information" and "Course Information" sections of this form.
2. Take this form to your professor for signature **and please also have your Professor email [fgsr@smu.ca](mailto:fgsr@smu.ca), from their SMU email account, granting you authorization to enroll in this course.**
3. Then take the signed form to the Faculty of Graduate Studies & Research (FGSR) Office for authorization.
4. Bring completed and signed form to the Service Centre, McNally Main 108 to be added to the system
  - **Note:** Form must be returned within one business day of being signed by FGSR.
5. Completing this form does not automatically grant you permission to register late.

**Course Information:**

<b>Course Number:</b>		<b>CRN:</b>					
<b>Course Name:</b>		<b>Term:</b>					
<b>Reason for Request:</b>							

<b>Student's Signature:</b>		<b>Date:</b>	
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**Instructor Authorization:**

I give permission for this student to register in the course listed above after the registration deadline.

<b>Instructor:</b>						
<b>Signature:</b>		<b>Date:</b>		<b>Time:</b>		
<b>Comments:</b>						

**Faculty of Graduate Studies & Research Authorization:**

I give permission for this student to register in the course listed above after the registration deadline.

<b>Representative Name:</b>				<b>Stamp:</b>	
<b>Representative Signature:</b>					
<b>Date:</b>		<b>Time:</b>			
<b>Comments:</b>					

**Service Centre:**

<b>Date Received:</b>		<b>Date Processed:</b>		<b>Processed By:</b>	
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