

Course Permission/ Enrollment Limit Increase

Student Information

First Name	Last Name	N ID Number
Undergraduate <input type="checkbox"/>	Visiting UG <input type="checkbox"/>	Graduate <input type="checkbox"/>
Non-Matriculated Graduate <input type="checkbox"/>		
Year: _____	FALL <input type="checkbox"/>	J-TERM <input type="checkbox"/>
		SPRING <input type="checkbox"/>
SUMMER <input type="checkbox"/>		

Obtain signatures: **Items 1, 2 OR 3** from your advisor and the course instructor
 Item 4 from your advisor

Items 1, 2 or 3 must be accompanied by a drop/add (Change of Program) form. Bring the form(s) to Registration Services for approval, then to the University Registrar at ~~25 W 4th Street~~ **NEW address 383 Lafayette Street (E 4th St)**
Item 4 bring this form to Advisement and Registration Services (at the address above) which will increase your unit limit.

1. Register for the following closed section **if not at room capacity**

Subject Area Ex: MCC-UE	Catalog # Ex: 1234	Section # Ex: 001	Enrollment Limit	Room Cap
Instructor Signature		Date	Advisor Signature	
			Date	

2. Register for the following courses for which there is **not more than a 15-minute** time conflict; list both the course for which you wish to register **as well as** the course that creates the conflict

Subject Area Ex: MCC-UE	Catalog # Ex: 1234	Section # Ex: 001	Day Ex: Mon	Start Time	End Time	Bldg
Already Registered for this Course						
Need to Register for this Course						
Advisor Signature			Print Advisor Name			Date
Instructor Signature of Course with Missed Time			Print Instructor Name			Date

3. **Undergraduate** student registering for a graduate course or **graduate** student registering for an UG course **OR** to over-ride any other restriction.

Subject Area Ex: MCC-UE	Catalog # Ex: 1234	Section # Ex: 001	Class # Ex: 5450	Units Ex: 4
Advisor Signature		Date	Instructor Signature	
			Date	

4. Register for **more than 18 units**/term: Number of Units (20 Unit Maximum)

Advisor Signature		Print Advisor Name		Date
Student Signature	Date	For NYU STEINHARDT Advisement and Registration Use Only	Approval Signature	Date