Graduate Student Add Form

RTF Course # _____________________ Unique # _______________ Semester ____________

Please Drop (if applicable): Course # _____________________ Unique # _____________________

Name _____________________________ EID _______________ Major _______________________

I approve this student to be added to my class, waive any course prerequisites, and agree to raise the class limit by one:

Instructor’s Name ____________________________

Signature ____________________________ Date __________________

FOR RTF FACULTY:
--If you grant a student permission to add your course, your class size will be increased by one.
--For graduate students, it’s the faculty’s responsibility to determine if a student has the skills necessary to succeed in the course.
--Faculty have no obligation to accommodate graduate student add requests. Please be considerate of classroom size and resources.
--Due to course capacity issues, not all requested adds can be granted.

FOR GRADUATE STUDENTS:
To be officially added, this form must be fully and accurately completed and returned to the Student Advising Office (BMC 2.600) by the 12th class day (in the summer, the 4th class day). All adds must be done with student present.

RTF Use Only
Form Provided By: ____________________________ Date: ____________
Add Processed By: ____________________________ Date: ____________