



**RadioTELEVISIONFILM**  
Moody College of Communication  
THE UNIVERSITY OF TEXAS AT AUSTIN

## Exchange Student Add Form

RTF Course # \_\_\_\_\_ Unique # \_\_\_\_\_ Semester \_\_\_\_\_

Name \_\_\_\_\_ EID \_\_\_\_\_ Major \_\_\_\_\_

*By signing, I approve this student to be added to my class and agree to **raise the class limit by one** (regardless of whether the course is currently full):*

Instructor's Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

### IMPORTANT INFORMATION FOR FACULTY

*--If you grant a student permission to add your course, **your class size** will be **increased** by one.*

*--For exchange students, **course prerequisites are not checked**; 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 exchange student add requests. Please be considerate of classroom size and resources*

*--Due to course capacity issues, **not all requested adds can be granted.***

To be officially added to an undergraduate class, this form must be returned to **Jeffrey Marsh** in **BMC 2.600**. **(All adds must be done with student present.)**

#### **RTF Use Only**

Form Provided By:

Date:

Add Processed By:

Date: