

NEW SEAT CARDS

(To be used only when requesting admission into a closed class)

Year	Term	(CWID)	Last Name,	First Name

Course Call #:

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Course Call #

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Instructions: When a course is closed, you may petition the instructor to allow you to register for the course. If approval is granted, this form must be approved by your advisor and the instructor. You must then submit this form to the Office of Student Record (Thomas Hall 204) for processing prior to the last day to enroll in a class.

Instructor

Advisor

Date