

OFFICE OF THE REGISTRAR & OPERATIONS

901 12th Avenue P.O. Box 222000 Seattle, WA 98122-1090 (206) 220-8030; Fax: (206) 296-2443 E-mail: registrar@seattleu.edu

REGISTRATION CHANGE PETITION TO THE DEAN

CHECK ONE:

CREDIT OVERLOAD (RMDRGV_C)
CHANGE OF GRADING OPTION (RMDRGO_C)
LATE ADD - \$50 fee per course (RMDRGA_C)
TIME CONFLICT (RMDRGT_C)

~ Print in Ink ~

INSTRUCTIONS TO STUDENT:

- Provide all of the information requested and obtain all required signatures, then present this form to the Dean's Office of your school/college.
- You must take care of any financial holds with Student Financial Services before this form can be processed.

Only the Dean's staff can submit this form to the Office of the Registrar & Operat Ctudent ID Number			
Student ID Number	Phone Number ()		
Student Legal Name First Mic	SU E-mail@seattleu.edu		
Class Level:			
College or School of major: ASC BUE EDU MRC NUR SCE STM	Major or Program		
Registration Term/Year: Fall Winter Spring Summer			
Year Year Year Year Year ► Student Signature			
CREDIT OVERLOAD or LATE ADD* (If the grading option is other than a letter grade, complete the <i>Change of Grading Option</i> section below.) Check here if your late add is a request to change your registration between sections of the same course (<i>For example, exchanging UCOR 1100-01 for UCOR 1100-03</i>)			
☐ Check here if your late add is a request to change the credit amount for a variable credit course			
COURSE(S) TO ADD:			
1. Subject & Course # (e.g., UCOR 1100) Section # (e.g., 01) Course Title	tor Signature, late add only Credits Date of signature First date of attendance		
2Subject & Course # (e.g., UCOR 1100) Section # (e.g., 01) Course Title Instructo			
	tor Signature, late add only Credits Date of signature First date of attendance		
* Late Adds for regularly scheduled courses are <u>due to your Dean's Office within 10 business days</u> after the start date of the quarter.			
APPROVAL FOR CREDIT OVERLOAD FOR THE ABOVE COURSE(S) if applicable SU Completed Credits GPA			
► Advisor Signature Date			
CHANGE OF GRADING OPTION Grading Options: L=Letter A=Audit P/F=Pass/Fail CR/F=Credit/Fail (graduate students only)			
1			
Subject & Course # (e.g., UCOR 1100) Section # (e.g., 01) Course Title 2.	Credits Grading Option		
Subject & Course # (e.g., UCOR 1100) Section # (e.g., 01) Course Title	Credits Grading Option		
TIME CONFLICT Course attending full-time:			
Subject & Course # (e.g., UCOR 1100) Section # (e.g., 01) Course Title Meeting Da	Days/Times Instructor Signature if also accommodating		
Course accommodating missing time: Days/Minutes of overlap: Total Days	Total minutes		
Subject & Course # (e.g., UCOR 1100) Section # (e.g., 01) Course Title Meeting Days/Times Instructor Signature if also accommodating Describe how student will fulfill the missing time and requirements:			
▶ Dean or Assoc Dean Signature Date	REGISTRAR'S OFFICE USE ONLY		
Day 00/42	Processed by: Date:		

Rev. 06/13