



## PETITION FOR ADDITION OF A COURSE AFTER THE DEADLINE

Return to the Office of the Registrar, 105 McNutt

DARTMOUTH

To add a course after the faculty-legislated deadline, a student must have been attending and completing the work in this course during the term indicated below. Requests to add a course late in the term or after the term has ended are likely to be denied.

<b>Name:</b>		
<b>Net ID:</b>	<b>Class Year:</b>	<b>Hinman Box:</b>
<b>Course Number &amp; Title:</b> (Ex: MATH 003 section 02 Calculus or PHIL 80.18 Beauty)		<b>Term:</b>
<b>Instructor:</b>		

**Guidelines:** Before you submit this form to the Registrar's Office, complete all sections.

- ☐ I have attached a typed explanation of the reason for my request.
- ☐ Required if applicable: I am currently in a three-course term petitioning for a fourth course. I understand that doing so to avoid receiving a "W" on my transcript in another course is not a valid reason for petitioning.

*Typing your full name on the signature line constitutes an electronic signature.*

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Instructor Approval:** I confirm that this student has been attending and completing the work in the course listed above.

*Instructor and Chair signatures may be digital, but they may not be typed.*

**Instructor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Chair Approval:** If this course is an independent study, the signature of the department/program chair is also required.

*Instructor and Chair signatures may be digital, but they may not be typed.*

**Chair Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

FOR OFFICIAL USE ONLY	
<input type="checkbox"/> <b>Approved</b>	<input type="checkbox"/> <b>Not Approved</b>
<b>Comments:</b>	
Reviewed by (Registrar's Office)	
_____ Date _____	