

Western Engineering

Special Permission Form

PLEASE READ:

1. One special permission form is required per course.
2. A copy of your **timetable** and **academic record** (unofficial transcript) must be included with the submission of this form or it will not be processed.
3. If by registering in this course it creates a **conflict**, you will need to also fill out a Course Conflict Registration Request Form.
4. If approved, special permission will be added to your record and you will need to call the Help Line to **register** for the course: 519-661-2100.

Name:	Student Number: <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> </tr> </table>										
Western Email: @uwo.ca	Term (to which permission applies)										
Program: (ie. ECE, CEE)	Current year in program:										

I would like to enrol in the following course:

Course # (ex. CEE 2202a)	Lecture section #	Tutorial section #	Lab section #
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Reason for needing special permission:

Do not have prerequisite(s)	List prerequisite(s):
Taking a course while taking the prerequisite(s)	List prerequisite(s):
Lecture is full	Lab is full
Tutorial is full	
Course Overload	
Taking a course in another faculty	
Other – List:	

Conditions:

Not grounds for appeal Add other:

Additional Comments (will not appear on academic record)

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Approvals:

Student Signature	Date
Instructor's Signature	Date
Department Counsellor's Signature	Date
Associate Dean (Undergraduate Studies) Office Approval	Effective Date

(Student: By signing above, I agree to all conditions outlined on this form).