



APPROVAL FOR TIME CONFLICT REGISTRATION

Registration in two courses that meet at overlapping times is rarely permitted. In extenuating circumstances a time conflict override may be authorized. Instructors from both courses must approve the plan for managing the time conflict before registration will be permitted. Obtain signatures from both instructors and return this form to the Office of Student Services at des-studentservices@design.upenn.edu.

Registration in both courses is subject to normal registration deadlines and course parameters.

Student Information (please print clearly)

Date:	Term:
Full Name:	Penn ID:
Program(s):	
Email Address:	
Which desired courses have a time conflict?	
Course 1: SUBJ NUMB SECT Meeting Pattern: Instructor:	
Course 2: SUBJ NUMB SECT Meeting Pattern: Instructor:	
For how much time do these courses overlap?	
Explain why registration in both courses is necessary <i>and</i> what your plan is to manage the time conflict:	

Student Signature _____ Date _____

Instructor #1 Name (Please Print) and Signature _____ Date _____

Instructor #2 Name (Please Print) and Signature _____ Date _____

Department Chair Signature _____ Date _____