U of L Web Registration Worksheet

Drop/Add and Grade Type Change Form

Register via the web through **ULink** at
www.ulink.louisville.edu. The system will prompt you to enter information.

|____|____| |___| _____ NAME_____

| Year | Term | Student ID# | | Last | First | MI |

(ex. 07=2007)   S – Spring
F – Fall
U - Summer

SPECIAL PERMISSION FOR TIME
CONFLICT AND /OR CLOSED CLASSES

Closed Classes and Time Conflicts

Students are strongly encouraged to arrange their schedules to include only available classes. However, if you find it necessary to pursue the possibility of entering a closed class, you must request to be placed on the wait list online (http://louisville.edu/student/services/registrar/waitlist.html). To enter a class in time conflict, you must have written permission from one of the instructors of the classes in conflict.

Students who receive permission for closed classes conflicts may register on the web if that permission has been entered into the system by the person granting permission.
If you receive written permission for a time conflict or a closed class, you may process that permission form in the Registrar's Office (see the rotation schedules for hours of operation).

CHECK ONE ADD DROP	CLASS NUMBER	SUBJECT	COURSE NUMBER	SECTION NUMBER	CREDIT HOURS	TYPE__ PASS/FAIL	AUDIT	INSTRUCTOR'S SIGNATURE AND/OR DEPARTMENTAL STAMP	PERMISSION FOR: CLOSED	TIME CONFLICT
|__| |__|	|__|__|__|	|__|__|__|	|__|__|__|	|__|__|	|____|	|__|	|__|	_____	|___|	|___|
|__| |__|	|__|__|__|	|__|__|__|	|__|__|__|	|__|__|	|____|	|__|	|__|	_____	|___|	|___|
|__| |__|	|__|__|__|	|__|__|__|	|__|__|__|	|__|__|	|____|	|__|	|__|	_____	|___|	|___|
|__| |__|	|__|__|__|	|__|__|__|	|__|__|__|	|__|__|	|____|	|__|	|__|	_____	|___|	|___|
|__| |__|	|__|__|__|	|__|__|__|	|__|__|__|	|__|__|	|____|	|__|	|__|	_____	|___|	|___|
|__| |__|	|__|__|__|	|__|__|__|	|__|__|__|	|__|__|	|____|	|__|	|__|	_____	|___|	|___|
|__| |__|	|__|__|__|	|__|__|__|	|__|__|__|	|__|__|	|____|	|__|	|__|	_____	|___|	|___|

_____   _____   _____

Advisor's signature (if required)   Dean's signature (if required)   Student's signature

Permission to take a Course for Audit or Pass-Fail: Complete this form and obtain all signatures required by your enrollment school and the school offering the course. Approval of this form is subject to requirements and/or deadlines of the enrollment/academic units. Turn in the signed form to the Registrar's Office, Houchens 31 by the deadline listed on the calendar in the Schedule of Courses.