



APPLICATION FOR PERMISSION TO REGISTER IN COURSE WHEN PREREQUISITE(S) HAS NOT BEEN MET

To request special permission to register in a course for which you do not have the required prerequisite(s), complete this form and submit it to the Registrar's Office (st.stephens@ualberta.ca). Requests will be reviewed by the department offering the course. Special permissions to register are not guaranteed – they are reviewed case by case.

STUDENT INFORMATION

Student Name	
Student Program	
Email	
Course you want to register in	
Course Dates	
Instructor	
Reason why you can't register for the course (which prerequisite are you missing)	
Provide justification: Explain why you should be allowed to take the course (e.g., relevant work experience, equivalent course elsewhere).	

Statutory Declaration	<i>I make this statement conscientiously, believing it to be true and knowing that it is of the same force and effect as if under oath. I am also aware that this statement will remain in my permanent academic file and that repeated such requests may invite investigation as to their authenticity.</i>	
Student Signature		Date:

OFFICE USE					
Permission Granted:		Yes		No	
Department Chair/ Program Chair Signature:					Date:
Instructor Signature					Date:
Registrar's Office: inform student of decision					Date:

RETURN SIGNED FORM TO REGISTRAR'S OFFICE

2025