

COURSE WAIVER FORM

THE UNIVERSITY OF TEXAS AT EL PASO—REGISTRATION & RECORDS OFFICE

Student Information (Please Print)

Name _____

UTEP ID #

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Last First M.I.

Term: ☐ Fall ☐ Spring ☐ Summer **Year** _____ **Level** ☐ UG ☐ GR ☐ DR

Student's Signature _____ **Date** _____

TO THE DEPARTMENT CHAIR/COLLEGE DEAN:

If you grant these permissions, please have them entered on **SFASRPO** on Banner.

- ☐ Doing so will allow the student to register him-/herself via Goldmine or TTR rather than having to return to our office.
- ☐ Our office does overrides on SFAREGS **only** – if the student does not meet the prerequisites when we do prerequisite checks, s/he **will** be administratively withdrawn (AP) from the course.

Thank you!

CRN	Subject	Course #

Waivers Needed – DEPARTMENT CHAIR	
CAPACITY	
CLASS	
MAJOR / MAJORLAB	
LINK	
TIME	Chair's Signature
COREQ	
PREREQ / PREREQLAB	
COLLEGE	
DEGREE	
DUPLICATE	
APPROVAL/APPROLAB	

Waivers Needed – STUDENT'S COLLEGE DEAN	
CGRADE	
REPEATLIMIT	
TOTAL MAX #	
CREDIT HRS ALLOWED	

Undergraduates must obtain Graduate School permission for any course with a "level" restriction.

Waivers Needed – GRADUATE SCHOOL	Signature
UG Level Restriction	

Please call me if you have any questions about this request or if I can be of further assistance.

Referred by: _____ Ext: _____

Collection of Personal Information Notice (House Bill 1922)

With few exceptions, you are entitled on request to be informed about the information The University of Texas at El Paso collects about you. Under § 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the information. Under § 559.004 of the Texas Government Code, you are entitled to have The University of Texas at El Paso correct information about you that is held by us and that is incorrect, in accordance with the procedures set forth in The University of Texas System Policy 139 (UTS139). The information that The University of Texas at El Paso collects will be retained and maintained as required by Texas records retention laws (§ 441.180 et seq. of the Texas Government Code) and rules. Different types of information are kept for different periods of time.

R&R (REV. 2/10) UTEPSoc (all)	Date Processed:	Processed by:
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