

Registration Authorization Request For Non-MBA Candidates

Name: _____ Term: _____
Last First

Penn ID: _____ Undergraduate: _____ Non-degree _____

School: _____ Degree: _____

Tel. No.: (Day) _____ (Evening) _____ E-mail: _____

I would like to request authorization to register for:

	Department	Course	Section
Course/section requested:	_____	_____	_____

Title: _____ Instructor: _____

I understand that the authorization to register will be granted only if space is available and that once it is granted I must request enrollment through Penn InTouch or through my home school office.

Student Signature Date

Instructor approval (if required):

Instructor signature _____ Date _____

- Signature is required for all requests by undergraduate and non-degree students and any requests by graduate students for courses that require instructor permission

Note to faculty:

- Your permission denotes approval for the student to be enrolled only if space is available.
- Undergraduate and non-degree students must have explicit permission for all MBA courses. Your approval implies that you consider the course appropriate for the student.

IMPORTANT NOTE TO STUDENTS

Instructions:

- Complete this form.
- Obtain approval and signature of faculty member teaching the course, if required.
- Keep a copy for your records.
- **Drop of the original form to Wharton Graduate Academic Services Office (300 Jon M. Huntsman Hall)**
- Authorization to register will be granted only if space is available.
- If authorization is granted, you must claim the authorization with 24 hours by: (1) Enrolling through Penn InTouch or (2) Having your home school office enroll you in the course on your behalf.
- Unclaimed authorizations/Permits will be cancelled after 24 hours.