

**Instructions:**

Use this form only for dropping courses, overriding requisites and unit load (a spot into the course(s) cannot be guaranteed).

1. Complete the appropriate course pre-enrolment information.
2. Obtain approval signature.
3. Submit the form to the Office of the Registrar **within one week following the end of the pre-enrolment period.**

**Please print clearly.**

University of Waterloo student ID Number

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Surname \_\_\_\_\_ Given Name(s) \_\_\_\_\_

Faculty/Plan \_\_\_\_\_ Email \_\_\_\_\_

Pre-Enrolment Term  Fall  Winter  Spring Year \_\_\_\_\_ Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Instructions for Pre-Enrolments Authorized by Departments**

Priority	Choose a unique value from 1 (highest priority) to 10 (lowest priority).
Instruction Mode	Indicate from the available options of on-campus or online/distance education for each course as noted on the future term course offerings list.
Campus	Choose the appropriate campus as noted for each course on the future term offerings list.
Department Consent	Course adds must be authorized by the academic department offering the course.

**Scheduling Preference for All On-Campus Courses Only**

Indicate preference with a "✓"  Either day or evening classes  Evening classes only

**Class Pre-Enrolment Information**

	Subject	Catalog Number	Priority	Instruction Mode		Mode Required		Campus Choice	Campus Required		Override Requisites		Department Consent Signature
				On-Campus	Online	Yes	No		Yes	No	Yes	No	
Add													
Add													
Add													
Add													
Add													
Add													
Add													
Add	(Sample Online) Psych	101	1		✓	✓						✓	Signature for Psych Course
Add	(Sample Course taught at STJ) Math	135	8	✓		✓		STJ	✓		✓		Signature for Math Course

**Drop all courses**  or indicate courses to be dropped below

	Subject	Catalog Number		Subject	Catalog Number		Subject	Catalog Number
Drop			Drop			Drop		
Drop			Drop			Drop		

**Attention Students and Advisors:** This form must be submitted to the Registrar's Office within one week following the end of the pre-enrolment period.

**Override Unit Load**

Yes Units Allowed \_\_\_\_\_

No

\_\_\_\_\_  
 Advisor Approval uWaterloo Extension Date

**Notes:**