

Office of the Dean ASC 413 3187 University Way Kelowna, BC V1V 1V7 Phone 250 807 9597 fos.students.ubco@ubc.ca

## **APPLICATION FOR LATE COURSE ADDITION**

## Part A: to be completed by the student

## **DIRECTIONS TO STUDENTS:**

Use this form only if online registration has closed.

<ul><li>Complete Part</li><li>Bring the comp</li></ul>	only if online registration A only.  Dieted form to the Dean fice will request approve	's Office (ASC 413), or		udents.ubco@ubc.ca.
Date:	Student N	Number:		
Student Last Name:		Student F	First Name:	
Student Email:				
Degree:		Major:		
Have you attended classes in this course? Yes No				
List dates attended:  Reason for request:				
Student Signature:				
COURSE INFORMATION				
Course Name (e.g. BIOL)	Course # (e.g. 116)	Section (e.g. 001)	Term (e.g. W20, T1)	Instructor's Name

## Part B: to be completed by the Dean or Designate of the Faculty Instructor approves request Instructor Consulted: Yes No Instructor denies request **Instructor Comments:** Associate Dean: Request approved Request denied **Associate Dean Comments:** Signature of Associate Dean Name (please print) Date $Your personal information is collected under the authority of section {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information and Protection {\bf 26} (c) of the Freedom of Information {\bf 26} (c) of the Freedom o$ of Privacy Act (FIPPA). Questions about the collection and use of this information may be directed to fos.students.ubco@ubc.ca Scan Data Entry Comments and Notes Email (student, instructor, department) Student File