

Timetable Clash Approval

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|----------------------------------|--|---------------------|--|
| Student Number: | | | |
| Program Code (e.g. 3970): | | Year/ Stage: | |

| | | | |
|---------------------|--|---------------|--|
| Family Name: | | | |
| Other Names: | | | |
| Phone: | | Email: | |

Course 1

| Course ID | Semester | Class Code | | | | | | | Course Name | Class day/ Time |
|-----------|----------|------------|--|--|--|--|--|--|-------------|-----------------|
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Course 2

| Course ID | Semester | Class Code | | | | | | | Course Name | Class day/ Time |
|-----------|----------|------------|--|--|--|--|--|--|-------------|-----------------|
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|---------------------------|--|--------------|--|
| Student Signature: | | Date: | |
|---------------------------|--|--------------|--|

TO BE COMPLETED BY LECTURERS

The lecturer/s for your above selected courses must give you permission for this clash

| Course 1 | | | | Course 2 | | | |
|-------------------------------------|--|-------|--|------------|--|-------|--|
| Permission Granted? (please circle) | | Y / N | | Y / N | | | |
| Comments | | | | | | | |
| Lecturer's Name: | | | | | | | |
| Lecturer's Signature: | | | | | | | |
| Extension: | | Date: | | Extension: | | Date: | |

Office Use Only

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|------------------|------------------------|
| Timetable Clash: | Approved / Disapproved |
| Comments: | |
| | Date: |

PLEASE CHECK LIST TO SEE WHAT YOU SHOULD DO - (On reverse page)

What to do:

- Please fill out class codes for **all** classes of each course; this includes all labs, lectures and tutorials (class codes can be found on the online handbook timetable website).
- Ask the lecturer in charge of each course to approve of the clash by signing the form. (Alternatively an email may be attached)
- Bring back form to the Science Student Centre (Robert Webster Building, Room 128) to be enrolled, we will enroll you.
- Please wait to be enrolled, sometimes classes you have chosen may have filled up and you may need to find another course.