

SCHOOL OF BUSINESS - PROVIDENCE COLLEGE
FALL 2020 COURSE EXCEPTION REQUEST

PCSB WILL ONLY ACCEPT EXCEPTION REQUESTS FOR CLOSED SECTIONS OF COURSES. STUDENTS MUST BE OF JUNIOR OR SENIOR STATUS AND MUST WAITLIST THEMSELVES ON THE PC AUTOMATED CYBERFRIAR WAITLIST. ALL STUDENTS WITH HOLDS PREVENTING REGISTRATION SHOULD SUBMIT AN EXCEPTION REQUEST FORM.

EMAIL COMPLETED FORM TO PCSB UNDERGRADUATE OFFICE AT PCSB@PROVIDENCE.EDU BY THURSDAY, APRIL 30TH. SUBMISSION OF FORM DOES NOT GUARANTEE ENROLLMENT IN COURSE. STUDENTS SHOULD REGISTER FOR A COMPLETE SCHEDULE IN THE EVENT THEIR REQUEST IS DENIED.

Name: _____ Class Year: _____ Major: _____ Minor: _____

Banner ID No. _____ email _____@friars.providence.edu

Phone No. _____

Any section of _____ / _____
Department (ACC/FIN/MGT/MKT) / Course #/Course Title

I only want the course if I can be put in the following section:

1st Choice _____ / _____ / _____
CRN # Department / Course #/Course Title / Course Section

2nd Choice _____ / _____ / _____ (Same course, different section)

3rd Choice _____ / _____ / _____ (Same course, different section)

4th Choice _____ / _____ / _____ (Same course, different section)

IF THIS REQUEST IS APPROVED, IS THERE A COURSE THAT SHOULD BE DROPPED? No Yes

IF APPLICABLE, PLEASE NOTE THE CRN # OF THE COURSE THAT YOU WANT US TO DROP FOR YOU SHOULD YOUR REQUEST BE APPROVED.

DROP: _____
CRN # Department/ Course #/ Course Title

Reason you need to enroll in this course (EXAMPLES: COURSE NEEDED FOR GRADUATION THIS SEMESTER/YEAR, PRE-REQUISITE ISSUES THAT WOULD DELAY GRADUATION, UNAVOIDABLE CONFLICTS WITH CLASS TIMES)

OFFICE USE

Override Pre-Requisite _____ in order to register for _____ CRN _____ Initials: _____

Justification: _____

Date: _____ Staff: _____

Approved _____ Denied _____ Registered _____ Emailed _____